Sprint 1 Report
Lost & Found
Team Rocket
09 July 2018

Actions To Stop Doing
- ❖ Github complications: The team should stop waiting until the end of the sprint to merge all of their work and changes. The Git merging process becomes messy and results in numerous conflicts that require someone to wade through and resolve manually.

Actions To Start Doing
- ❖ Communication: Team members should be more explicit about which features they are working on currently. This will help avoid overlap and redundancy in the work being done.
- ❖ Communication: Team members should use the appropriate channels to discuss the various aspects of the project (e.g. backend, frontend). This will keep communication lines clear and allow members to find specific information that has been discussed more easily.
- ❖ Github guidelines: Team members should begin following the Git standards and guidelines that were discussed during this retrospective. This will allow all members to become more familiar with Git and will keep the merging process from becoming too messy.
- ❖ Code commenting: Each team member should comment his/her code to clarify obscure sections or to help other team members identify the purpose of a code block. Team members should also include their names as a comment for long blocks of code written by him/her. This will allow team members to integrate their code and understand other aspects of the project more easily.

Actions To Keep Doing
- ❖ Team members should continue being as productive when working by themselves, outside of the group meetings. This keeps the overall group productivity high.
- ❖ Team members should continue taking the initiatives to work on tasks that aren't explicitly assigned to them, including fixing code, editing design code, and working on stories from the product backlog. This also keeps the overall group productivity high, and allows the team to progress even better than expected on the project.
- ❖ Team members should continue attending all team meetings, being (mostly) on time to team meetings, and being flexible with meeting times and locations. This upholds the mutual respect amongst team members (by not wasting each other's time) and again keeps the group productivity high.
- ❖ Team members should continue the high levels of communication and participation through Slack when discussing team logistics (e.g. discussing what still needs to be done, scheduling meeting times). This keeps the group productivity high.
- ❖ Team members should continue helping other members who need assistance with their task and teaching other members how to use various technologies. This helps

team members learn the necessary technologies more quickly, thereby keeping group productivity high.

Work Completed

- ❖ User Story 1: Task 1, 2, 3, 4, 5
- ❖ User Story 2: Task 1, 2, 3
- ❖ User Story 3: Task 1, 2
- ❖ User Story 4: Task 1
- ❖ User Story 5: Task 1
- ❖ User Story 6: Task 1, 2, 3, 4, 5, 6, 7
- ❖ User Story 7: Task 1

Work Not Completed

- ❖ User Story 1: Tasks 6 and 7 were not completed by the end of this sprint. The team realized that it is not worth it to match our initial design concepts in Adobe XD exactly. We will settle for something functional and reasonably well designed. As a result, we counted User Story 1 as finished.

Work Completion Rate

Total Number of User Stories Completed	6 stories
Total Estimated Ideal Work Hours Completed	36 hours
Total Working Days	7 days
Average User Stories Per Day	6/7 = 0.85 user story per day
Average Ideal Work Hours Per Day	36/7 = 5.14 hours per day

Burnup Chart

The burn up chart following the completion of Sprint 1:

<u>Note</u>: A user story was moved up from Sprint 2 into Sprint 1 on 07/05; this explains the slight increase in the slope of the 'Expected' line from 07/05 – 07/08.

Sprint 1: Burn Up Chart (Hours per Day)