Retrospective 20-09-21

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👤 Created By	
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👥 Minutes Secretary	
📅 Next Meeting	@September 22, 2021 5:05 PM
👥 Participants	
👥 Scrum Master	
⊙ Type	Retrospective

What went well?

- All tasks were completed within the timeframe;

- The requirements have a more regular structure and give a more coherent overview of the final application;

- Everyone has a much better overview of the project, because the following points are clearer defined:

    - the required packages;

    - the programming structure;

    - the specific functionalities of the application;

    - the potential blockers;

    - what the application does not do;

    - who the targeted audience of this application is.

What could improve?

- Attendance of everyone at all meetings;

- Following the recommended schedule;

- Preceding to the next step instead of overthinking small stuff;

- Lack of structure during meetings and planning of the project.

How do we proceed?

- Reminders of meetings the day before

- Creating a long-term overview, per week an overview of what needs to be completed

- Assigning a scrum master to keep the overview and take matters in their hands to continue the discussion

- To have a clear planning and task assignment _before_ the meeting starts.

Questions for TA

- What is the next deadline?

- How the interpreter works with GitLab