

Summary of Discussion of Reflection

What went well?

- Good Progress
- App half done, not just wireframes.
- Glad to have Parker with experience in App development.
- Group members willing to learn
- Group members are comfortable in asking questions when in doubt.
- Use Agile Method.
- Learn together.
- Embrace opinions.
- Break down complex problem into small problems
- For phase one everyone completes their task on time
- Communication between every team member is good

What can be improved?	How to improve?
One or two of us could have started working on the PC software right away instead of having all of us spend time to learn Flutter.	Specialization brings efficiency. Better HR allocation.
Full project planning could have started a lot earlier.	Careful planning has been done now in August.
Team members can be more proactive.	Discussed and everyone agree to be more proactive. Test possible solution and then suggest to the group if it works.
Self-learning or Googling skills.	Try search “error message” or “how to...” “before asking. Independently solve one IT industry fields’ problem will bring huge confidence for the later career.
Took too much time on discuss different ideas, and there was conflict	We could write down the pros and cons of different ideas so that we can easily make decision
Took too much time on installing the tool kit, because we keep asking Parker same thing, not efficient	The installing can be down in one session, everyone could come together in one session and solve the problem once
No one write meeting minutes sometimes.	Everyone observe if minutes is being written by checking MS Team.
Meeting agenda were not prepared properly	Meeting organizer should prepare a clear agenda and send out agenda in advance