SPRINT 1

RETROSPECTIVE

TEAM NUMBER:

65 - CSIS

TEAM MEMBERS AND ROLES:

NAME	STUDENT NUMBER	ROLE
MICHAELA AGPALZA	08588309	CLIENT PRODUCT OWNER SCRUM MASTER
KIKI MUTIARA	010031014	DEVELOPER - BACK END SCRUM MASTER
MICHAEL CARUSO	09730826	CLIENT PRODUCT OWNER
JED VELLA	09938435	CLIENT PRODUCT OWNER
RISVALDO C TOAR	010033980	DEVELOPER - FRONT END
BARTON LATTA	09938851	DEVELOPER - BACK END

TUTOR:

MISS KERRY CHU

WHAT YOU DID WELL? (CONTINUE)

- Capable of finishing the work under pressure
  - Our members are capable of working under pressure. QUT gives students the chance to feel how it works in the real world, and all of our members are capable of it.

- Wrap everything up mostly before deadline
  - Regardless of each team member's weaknesses, we, as a team, help each other when struggles from each team member arises. In other words, we are able to finish most of our tasks as a team within the time given from the tutor or the deadline.

- Learning different things to support the project ie; HTML,Django etc
  - As we said before, each team member has different weaknesses, but we are able to finish most of our work in time as a team. Within the team, each team members are willing to learn and teach the materials needed to help improve the project.

- Fulfill the task given within the time (at least the basic)
  - Fulfilling the tasks within the deadline such as finishing the basic specifications of our project in the given time.

WHAT YOU DID NOT DO WELL? (STOP)

- Lack of work efficiency on our project
  - The efficiency of working on the project is one of our weaknesses and our struggle. We are improving at the moment, but we still need to keep up with the tasks and other groups.

- Lack of communication among team members
  - Lack of communication among team members is our main reason that we are left behind compared to the other groups.

- Prioritise the important tasks of the project
  - At the first stage of our project, we made a mistake of prioritizing different tasks of our project. We prioritized tasks that are not the main tasks and we did the tasks that should be improved after the main tasks are done.

- Delegating/volunteering/asking who wants to do the task
  - Even though tasks have been delegated, there are times when team members end up passing their tasks on other team members when they are unsure on what to do. They ask help from other team members but most of the time our team members are nice and end up helping them, but they fall behind on their own tasks when they do so.

- Other times there is confusion on who is doing which task and we end up waiting on others or duplicating tasks needed on our project.
- We have decided that sometimes volunteering work or asking who wants to do a task is better than tasks being delegated.

WHAT WILL YOU DO DIFFERENTLY NEXT TIME TO IMPROVE THE PERFORMANCE OF THE TEAM? (INITIATE)

- Plan everything ahead, and work according to plan. As a team, we decide on the plan and all must follow after the plan is agreed on.
  - As a first improvement, we have to plan first rather than have different ideas scattered everywhere. Following through the plan will guarantee that the work is done on time and no duplicates will be made. All team members must take initiative and vote on what the best option for the project should be.

- Share any struggles to the group and not hide it from them. Ask for help.
  - This point explains about the struggle that a team member is experiencing on this project. Do not keep the struggle from the team and ask group members or tutor if it is not going anywhere.

- Divide task carefully according to each team member's capacity
  - By dividing task(s) carefully for each team member, it could increase both work and time efficiency, and to be able to the tasks that are within their expertise.

- Make deadlines and follow them
  - As a team, we cannot do all the project without deadline. From the project specification, there is a deadline for the project, but we need our own deadlines for each tasks to make sure everything is under control and according to the plan.

- Better communication
  - Being in a team must have communication. Without communication, the project will most likely fail or not be able to follow the plan accordingly.

- Be more proactive in the planning phase to create a better vision for the final project
  - Effective team is based on proactive team members rather than passive ones. By that explanation, we need to be more proactive for the project to be successful.

- Not procrastinate during group meetings
  - Delaying the group meeting will also mean delaying our own project to finish. Not only that, but each team member has their own timetable that they need to adjust for the group meeting. Each team member is wasting their time if one of the team members is delaying the group meeting.