**Problems & Solutions**

1. **Team members are unavailable to meet at the specified time for daily scrum.**

Solution: Hold scrum meetings at the specified time. Those who can make it will show up. Those who can’t make it will provide a textual explanation of their answers to the scrum questions.

1. **Not going into detail with the rest of the team on a finished deliverable.**

Solution: Dedicate time for a high-level discussion to present the finished deliverables at

the end of each sprint.

1. **Lacking the time to perform extensive research to create a high-quality deliverable.**  
   Solution: Asking other group members for help. There was a lot of information to consume, especially for the network diagram deliverable, and if multiple group members worked together to absorb the information and become familiar with the concepts, it would have resulted in a higher-quality deliverable

**What went well?**

1. **Sticking to Task Breakdown Schedule & Being Consistent**  
   For the most part, we stuck to the task breakdown schedule and were much more consistent with completing our work compared to the last sprint. In the last sprint, we did the majority of our work a week or a few days before; however, this time around we split up the tasks to follow scrum principles and stuck to those.
2. **Tracking Hours Worked**

Helped us create documents such as the Project Backlog and Developer Timeline. In this manner, we can also hold ourselves accountable for the actual hours we worked on a deliverable. We can address problems of unexpected or low hours.