

On Tuesday the 5<sup>th</sup> of September all group members from Luke's Legends sat down in our regular weekly meeting to engage in a formal retrospective. After having a brief introduction to retrospectives in the COSC345 tutorial we thought it would be best to reflect on our progress for the first two assignment submissions. Desired outcomes from the retrospective were to improve both the enjoyment and performance of our work for future application releases.

Rules for retrospective:

- Honest and constructive in feedback you give
- Communication from all parties
- Focus on project + teamwork, not individual criticism
- Come up with for action with every improvement we want to see

**Things we did well:**

- Happy with finished products for both Assignment 1 and 2 submissions
- Regular in-person meetings (1 x 2hr meeting per week)
- All members pulled their weight
- Good communication online
- Regular commits occurred

**Things we want to change:**

Delegation of tasks – it was raised that members were not entirely happy with the jobs they were assigned and would have liked to have more say in what jobs each member did.

Unclear scope of alpha release – some members felt that it was unclear what they were going to submit and do by the given Assignment 2 deadline, this led to a big scramble right before the submission deadline.

**What we want to work on and how we will achieve this:**

- Come up with clear plan of what we want to have delivered for the upcoming releases of application
- More open conversation on delegation of tasks at the beginning of each assignment scope
- Regular checks up with team members to ensure they are happy and working constructively on tasks
- Checks up in weekly meetings with overall project progress to ensure deadlines and deliverables are met with each assignment