**Project Sprint Retrospective**

**Team: P08-03**

**Sprint: 1**

**Date: 22 September 2024**

**Attended:** Yoan-Mario Hristov, Edward Lim Padmajaya, Evelyn Lie, Chee Kin Go

**Scrum Master:** Yoan-Mario Hristov

**Product Owner:** Jyoti Kundu

**Development Team:** Frandom Leo Inovejas, Edward Lim Padmajaya, Evelyn Lie, Chee Kin Go

### **1. Things That Went Well**

* Our team remained dedicated despite the challenges. We continued to communicate regularly through Microsoft Teams and utilized GitHub effectively to track progress.
* Collaboration between frontend and backend developers helped address some issues quickly.

### **2. Things That Could Have Gone Better**

* **Delays due to external factors:** Some aspects of the project were delayed due to circumstances outside of our control, specifically the fact that two team members were moving house during this time.
* **Underestimating the project size:** We initially underestimated how big the project would be, especially regarding front-end development, which then caused delays in the backend, as it was dependent on front-end completion.
* **Task delays by team members:** Certain team members could not complete their tasks within the allocated time, which slowed overall progress. This was partly due to underestimating the complexity of some of the tasks and a lack of clear requirement clarity.
* **Clarification from Product Owner:** Inconsistencies in the responses of the Product Owner to our questions have caused some delays in the development process.

### **3. Things That Surprised Us**

* The delays in the front end severely impacted other areas in the backend. This highlighted how interdependent both parts of the project are and the need to be more proactive in adjusting schedules.
* The impact of external factors caught us by surprise and shows the need for buffer times in future sprints.

### **4. Lessons Learned**

* **Buffer Time:** We will allocate more buffer time to handle unforeseen delays in future sprints to ensure smoother project completion.
* **Clearer Timelines and Task Allocation:** We need to better assess the project’s scope upfront and align tasks with the team’s available time and skill levels. More attention will be given to assessing the task size and avoiding underestimating work.
* **Improved Task Synchronization:** Recognizing the interdependence between frontend and backend tasks, we'll plan sprints to ensure smoother task handoffs.

### **5. Final Thoughts**

**Things to Keep:**

1. Our communication and collaboration tools (Microsoft Teams, GitHub).
2. Consistent stand-ups and regular updates.
3. Collaboration between team members to resolve issues.

**Things to Change:**

1. Ensure more accurate task estimation and timeline planning.
2. Have buffer times to accommodate delays.
3. Prioritize front-end development to prevent further delays in backend processes.
4. Allocate tasks more carefully to avoid overloading any team member and ensure balance across the team.