

- Sprint Velocity
  - Number of story points completed in one Sprint
    - Velocity = 53
- What did we do well?
  - Jason: Finish a large chunk of work within the amount given
  - Gio: We were able to put extra hours in in the short amount given
  - Vi: Crunching deadline and able to get in decent work
  - Jesus: Division of work in order to work as efficient as possible (Coding team and BRD team)
  - Rainier: I was able get the database and the code to work
- What could we improve on?
  - Jason: Our estimations. Rework my understanding of when deciding our sprint dates.
  - Gio: Our estimations were way off and we put hours work instead of work done in our burnout chart.
  - Vi: Plan the sprint duration better along with be more honest on the hour
  - Jesus: We underestimated the effort-points/hours required to complete our work items and ended up working far beyond estimations. We also worked more than our team capacity, which we should look into individual reasons why
  - Rainier: Plan the sprints better. We only had 2 days to complete the sprint so it wasn't really optimal. We should've just extended the sprint to the due date.
- How do we fix it?
  - Jason: Accurately plan our sprints to match due dates. Also, If we plan to eat the cost in our Sprint reflect that cost in our Sprint Planning meeting.
  - Gio: We need better planning and more accurate burnout charts.
  - Vi: Plan ahead and be more honest with the estimation
  - Jesus: We should not do another 2 day sprint. Better planning around deadlines will help fix this
  - Rainier: Look ahead of the schedule and see what is due. From there we can plan accordingly.

- **Action Plan**

For the action plan this week, while it is not mentioned in our How do we fix it category, the biggest fix is going to be implementing the changes based on the feedback we receive on our Team Review one. The changes that are possible to be fixed in this Sprint will be implemented as soon as possible or by the next Sprint Planning. Based on the feedback from this Sprint, the

biggest issues we need to address is to create better Sprint Planning by matching to due dates. The previous Sprint was too short and ill planned due to the short time +span and poor estimation. ``