**SPRINT #2 Retrospective**

**Team reflections:**

* *What worked for you during this sprint?*

The communication methods being used by the team really helped in keeping the team updated in terms of the status of the work being done in the sprint.

Whilst it wasn’t perfect, the team’s allocation of tasks at the beginning of the sprint was far more efficient than in sprint one. An equal number of tasks were given out to each individual member, which helped members in having a purpose from the get-go. This helped our efficiency and decreased the level of uncertainty amongst team members.

* *What didn’t work for you during this sprint?*

We divided and allocated the sprint tasks efficiently with the assumption that the effort that would go into completing those tasks were similar but we couldn’t predict the amount of work each task would amount to.

* *Improvement suggestions?*

In terms of improvement, we believe that we should more accurately estimate the difficulty of each task. So that the distribution of task is more balanced amongst all team members.

**Individual reflections:**

Manvendra Singh**:**

* What worked for you during this sprint?

Excellent communication with my pair partner and other team members (using Facebook messenger) really helped us understand each other and improve the quality of the work being produced.

The tasks to be done by each team member was very clear and this helped us to work towards the end goal effectively.

Using Trello helped me split big tasks into smaller ones and helped me to visualize and organize my tasks

Additionally , Git and Google spreadsheets to list down and effectively organize them

Was really helpful.

* What didn’t work for you during this sprint?

Although clear tasks were attached to team members using trello, the amount of effort needed for each task was hazy and as a result equivalent allocation of work wasn’t really equally distributed.

The visual requirements of the final product was not communicated properly between the client and my pair while doing the graphical representation which led to the graphs being not very visually attractive.

* Improvement suggestions?

Effectively predicting and organizing the amount of work required for every task on the sprint should be done which then helps saving time later.

Understanding the graphical and other requirements from the client so that he/she id satisfied with the end product.

Quang Ly:

* What worked for you during this sprint?

The process overall improves in this sprint. I now use more Trello in managing my tasks and can view the progress of tasks. The reduced number of face-to-face meetings allows me to do more at-home coding and improved my efficiency at finishing tasks.

* What didn’t work for you during this sprint?

Tasks were thought to have been allocated evenly. However, this turned out to not be right since some tasks turned out to be much more time-consuming than expected. The lack of face-to-face meetings does not allow all team members to keep up-to-date with the observable progress on tasks allocated to other members. Thus, problems with tasks were not communicated to other team member (eg. a team member had problems with his tasks but nobody knew about this which led to many aspects of the product not completed at end of sprint).

* Improvement suggestions?

Tasks that are later realized to be bigger than expected should be partially delegated to a team member. In each meeting, each team member should demonstrate the task that they are allocated so team members can get a better understanding of the progress of tasks (Trello is not sufficient).

Jack Beard:

* What worked for you during this sprint?

Knowing what I needed to do, as a team member, helped immensely. As a team, we knew everything that we had to finish by the end of the sprint, which lead to me and my programming partner being able to start on our task immediately. Our communication was also at the required level - with constant updates being sent between the two of us (and the team) regarding the progress of our work. Using Trello, in addition to spreadsheets and git, also ensured that my task could be visually split down into smaller subtasks, which helped with organisation and progression of the task.

* What didn’t work for you during this sprint?

Not fully understanding the visual expectations of the client meant that my partner and I weren’t fully aware of the applicability of the product that we were creating. This meant that our graphing solutions were developed primarily using imported python libraries, which produced less-than-perfect looking graphs as opposed to other external interfaces which could have added an extra level of professionalism to the work.

* Improvement suggestions?

Consulting the team more extensively prior to development would definitely help in ‘ironing out’ these errors and reducing the overall amount of time

Isara Arunanondchai:

* What worked for you during this sprint?

I believed that we were able to follow the processes we discussed in the project inception well. We all had in mind the tasks we had to complete, and the efficiency in terms of task completion was a lot higher than the previous sprint, as a result. We also communicated well with one another, understanding each other’s requests well, leading to increased overall group productivity. Tracking of task completion was also improved upon, due to the more extensive usage of Trello.

* What didn’t work for you during this sprint?

The technicality of the tasks I was working on turned out to be more difficult than expected. Also, there were some parts where I was unable to figure out using the Drive API documentation.

* Improvement suggestions?

I believe that we could improve by taking more time in analyzing each task to see how difficult each would be, so that we could more properly allocate the tasks. I also think we could improve by having more team discussions to see the progress of each of the tasks.

Vibhas Kamal:

* What worked for you during this sprint?

In this sprint, the communication with the team members was productive and lead to positive outcomes in terms of doubt clarification, task allocation and other concerns which required communication with the team in order to tackle them. Being able to send the team members messages on the Facebook Messenger group and getting an (almost) instant reply was really helpful.

Task allocation on Trello also helped in keeping track of the tasks that I was supposed to do, breaking down the tasks into smaller subtasks and updating the status of the task. The fact that other team members were also using Trello properly helped me to keep track of the status of all the tasks in the sprint backlog.

* What didn’t work for you during this sprint?

The task allocation was supposed to be equal in terms of the effort that the task took but due to the incorrect estimation, the task allocation was not properly done. As a result, the task that was allocated to me turned out to be more complicated than the team had expected it to be.

* Improvement suggestions?

More effort and time should be go into estimating the effort and difficulty of a task so as to prevent any unnecessary complications at the end of the sprint. In order to achieve this, before allocating tasks, some time (a day or two) should be spent in researching that topic (by almost all the team members) and after getting an idea as to how much effort that task would take, it would be allocated to the team member(s) willing to do it.

**Expected protocol vs actual protocol:**

The team’s expected protocol for the second sprint involved firstly, as based upon the retrospective of the first sprint, allocating and distributing tasks from the sprint backlog in a more equal and efficient manner. From this point, the main objective was to complete these tasks to the best of our ability. To keep track of the progress of each task, we were to meet as a team and discuss progress. These meetings were to be held in the form of both online and in-person meetings.

The team’s actual protocol followed closely with our expectations as a team. From the beginning of the sprint, we ensured that tasks were allocated and team members were notified of said allocations. For this reason, each team member was aware of the work that they needed to perform in order to achieve a working product by the end of the sprint.

**Unplanned items that popped up:**

Some of the tasks assigned turns out to be a lot more intensive in terms of difficulty and resources required to complete it.

Our use of python has proved to be somewhat problematic regarding client-side functionality.

**List of improvements for next sprint:**

* Weighing of the tasks properly before assigning them to improve the efficiency of the allocation.
* In each meeting, each team member needs to show the others the state of their work.
* Have a clearer understanding of client expectations.