

Sprint #2 Retrospective

Date: 05/10/2021

Attendees: Nicholas (minute taker), Zakarya, Rebecca (Product Owner), Tiana (Scrummaster)

Minutes

What we did well

- Working together and discussing tasks we're working on etc.
- Help out each other where needed.
- Discussion of problems and how to resolve them
- Communication was a lot better and relatively constant
- Were very open with things that were not going well/points of contention
- Picking out errors/bugs in the code along the way and addressing them in a formal manner.
- Able/available to call when an important issue came up to discuss

What we can do better

- Our judgement of how much we can do in a sprint
- Clarify things with the client right away
- Getting tasks done within the required time.
- Ensuring that tasks are not too big - should preplan more whether some tasks might need to be broken down into smaller tasks
- Time management
- Have more details on each tasks before the Sprint Planning

Actions

(Actions that can be taken to improve problem areas)

- Be very mindful of the task you are undertaking and to let the team know if you need another hand with it.
- More thorough planning of tasks that might need to be done that will take time and are not direct from user stories
- Sprint planning carefully and considering how many story points tasks are

How to take these actions:

- Adding non-user story tasks to task board so everyone knows who is doing what
- Communicating problem areas/busy periods to one another
- Pre-sprint planning sprint planning meeting