

Team Peace Sprint Retrospective

What Went Well?

1. We finished all of our work
2. Team communication was significantly better
3. Team had actual scheduled breaks
4. Successfully implemented burndown charts into workflow
5. Implemented the kanban board into workflow
6. Standup occurred at a consistent time, docs pushed before midnight
7. Task breakdown was better than previous sprint
 - a. Effort points estimations were significantly more accurate
8. Communicated better with professor/client, further improving workflow
9. Good Scrum document organization

What Went Wrong?

1. Burndown chart implementation was lacking expected line
2. Task breakdown was not specific/granular enough
 - a. Should have broken BRD down to the feature level at least
 - b. Uneven level of work distributed among teammates
3. Last minute high level of effort, did not have buffer time setup for smoother workflow
4. Didn't ask client about the requirements for core components in BRD
5. Occasional low engagement standup
6. Inefficient inter-team communication about Scrum
7. Lack of communication to the professor about Scrum implementations
8. Lackluster structure during standup meetings

Action Plan

1. Yoshiki will implement the burndown chart estimation metric
2. Team will spend more time on sprint planning and task breakdown, with focus on breaking things down into smaller tasks
 - a. Will attempt to break things down into at least a feature by feature level
 - b. Will do our best depending on team availability
3. Need to exert effort more evenly, and plan around other class work
4. Asking the client more direct questions in regards to what is required (ask client for all requirements for tasks)
5. Having more engagement and interaction during standup meetings
6. Will communicate more with other teams about scrum implementations, especially for feedbacks from team review 1
7. Will know after team review 1
8. Create a checklist to follow before every standup, which will allow the team to not have any misses and bring structure to the meetings.

Notes

- Phong will be scrum master starting 10/14
- Try to foster more inter-team communication, could have saved us some points on some things (burndown prediction line)