

Team Peace Sprint Retrospective

Date: 11/9/2023

What Went Well?

1. Action Plans in Retrospective were more quantifiable compare to previous sprints - Zarif
2. Due to efficient communication with client, we were able to get the BRD approved - Devin
3. Worked efficiently in teams to fulfill work items stated in task breakdown - Yoshiki
4. Task breakdown were more inline with the client requirements - Phong

What Went Wrong?

1. Our effort estimations were off, we underestimate our work items by 7.5 hours, with an average of 2.5 hours for each person - Zarif
2. Not enough work was done on Milestone 1 to meet client requirements. We were too focused on the BRD, and we did not allocate individual times for Milestone 1 until it was close to being approved - Devin
3. Did not consider client feedback implementations in sprint planning - Yoshiki
4. Sprint Planning was too rushed - Jack

Action Plan

1. In order to improve our estimation, we need to spend more time in sprint planning, and be more focused during the meeting. To do this, we will have the scrum master lead the meeting more rigorously, and have the meeting to last at least 45 mins.

2. The reason for this is because we did not closely follow our estimated internal due dates in the Backlog, leading to BRD work spilling over to the time that was allocated for Milestone 1. In order to fix this issue, we will pay more attention to our internal due dates, so we do not repeat the mistake of neglecting work by being too focused on a work item.
3. We will consider client feedback in our next sprint planning
4. Same feedback as 1.

Notes

- Yoshiki will be the Scrum Master for the next sprint