# Group Reflection Matthew Ahearn

The biggest improvement for the Pet Finders moving from assignment two to assignment three has been our organisation. Nominating myself to lead the meetings, create agendas and manage deadlines and tasks and Victor to maintain the minutes has made our meetings more efficient and focused. Implementing a policy of many small deadlines throughout the course rather than one big one at the due date has significantly improved the rate of work being submitted by the team and has helped us now come into the final stretch aware of our pain points and with time to consolidate.

The running checklist and master copy have improved our situational awareness over the project and help kept the team focused. However, there is still room or improvement with version control as sometimes documents and links are spread over different chats in Microsoft Teams and this can cause some confusion and delay. In the future I will make a more concerted effort to increase the participation in our GitHub page to see if that improves the workflow.

I was surprised by how well we handled working on two assignments at once. I have learned how important it is to break large tasks into smaller ones.