Template

Retrospective

Use this framework to reflect on recent work. This simple structure is useful both alone and in groups.

Created in partnership with

Product School

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Reflect on the topic

Working silently and individually, have each person create a few sticky notes in all four quadrants below for about five minutes. With the remaining time, discuss notes in each quadrant.

What went well?
What should we keep doing?
What should we celebrate?
Where did we make progress?

TOPIC

Workstation engineering team Sprint 10

What went poorly?
Where did we have problems?
What was frustrating to us or others?
What held us back?

What choices aare available
Intentional
choose from objectives
Whats the backstory here?
Whats my motivation in this game
How can i bring my character to life
What can i do to connect with this story better?
What's interesting about this scenario
Can i start over?
Time limit?
Says
Thinks
Does
Goals
keeps notes about the experience
Charts character motivations
Something dramatic
Explores different sides of the character
Something in character
Engaged
Open
Playful
Creative
Expressive

What ideas do you have?
What ideas do you have for future work together?
Where do you see opportunities to improve?
What has untapped potential?

How should we take action?
What do you believe we should do next?
What specific things should we change?
What should extend beyond this meeting?

Type your paragraph...

Need some inspiration?

See a finished version of this template to kickstart your work.

Open example

Type your paragraph...