### **Sprint Review and Retrospective**

#### **Applying Roles**

In our Scrum-Agile team, the success of the project was significantly attributed to the clear and well-defined roles of each member. As the Scrum Master, I facilitated the process, removed impediments, and ensured the team followed Scrum practices. During our sprint planning meetings, I coordinated with the Product Owner to prioritize the user stories effectively. The Product Owner was crucial in translating customer needs into detailed user stories and helping prioritize them based on value. The Development Team also played a vital role in delivering high-quality increments based on user stories. Their collaboration and commitment to continuous improvement were key factors in success.

#### **Completing User Stories**

The Scrum-Agile approach helped the completion of user stories through its iterative and incremental nature i.e writing the requirements and the goal. By breaking down features into smaller tasks, the team could focus on completing each task within a sprint. The use of daily stand-ups helped in monitoring progress and addressing any blockers immediately.

**Handling Interruptions**

The flexibility of the Scrum-Agile approach was particularly beneficial when the project faced interruptions. Midway through the development, a major change request came from the stakeholders, necessitating a pivot in the project direction. Instead of causing a disruption, the team adapted by incorporating the changes into the next sprint planning. The iterative nature of Agile allowed us to reassess our priorities and include the new requirements without derailing the overall project timeline.

**Communication**

Effective communication was essential to our Scrum-Agile process. Regular ceremonies such as sprint planning, daily stand-ups, sprint reviews, and retrospectives provided structured opportunities for communication. For example, say the team presented the completed work to stakeholders, they could receive immediate feedback and ensure the product meets user expectations.

Team emails summarizing the decisions made during a sprint planning meeting is another form of effective communication. This email included detailed information on the sprint goals, assigned tasks, and any potential risks identified. This clear and concise communication ensured all team members were aligned and informed, fostering collaboration and preventing misunderstandings.

#### **Organizational Tools**

Tools like Jira can be used to manage the backlog, track progress, and visualize the sprint workflow. Jira also allows for a digital khan-ban tool to gather feedback so the team could see which tasks were in progress, completed, or pending, providing a clear overview of the sprint status at any given time. This exercise led to better estimation techniques and improved collaboration methods. Additionally, GitHub enables version control and collaborative development. By using GitHub, you manage our codebase efficiently and conduct code reviews, ensuring high code quality and facilitating seamless collaboration among team members.

#### **Evaluating Agile Process**

The effectiveness of the Scrum-Agile approach for the SNHU Travel project can be assessed by examining its pros and cons. One major advantage was the ability to adapt to changes quickly. The iterative cycles allowed for continuous improvement and regular feedback from stakeholders, ensuring the product met their needs. However, one challenge was the initial learning curve for those new to Agile practices, which required additional training and adjustment time.

Overall, the Scrum-Agile approach was the best fit for the SNHU Travel development project. The flexibility, continuous feedback, and iterative progress aligned well with the project's dynamic requirements and stakeholder involvement.