

BookInTime

Sprint 1 Retrospective Report Sprint: 09/22/2022 – 10/04/2022

Date: 10/04/2022

Attendees:

Aditya Shahapure
Brendan McShane
Prathmesh Deshmuk
Shanthan Reddy Muddasani

Metric Performance Summary:

We had 10-man days each for the current sprint. Since this is the first sprint and initial phase of the project there was not much development activities involved in this sprint, this sprint mainly focused on gathering requirements, analyzing requirements and then planning the design accordingly.

Main Events in current sprint:

Gathering Requirements (involved all 4 of us) – 1 = 1*4

Analyzing requirements (Involved all 4 of us) – 2 = 2*4

1. This involved creating a ppt, elevator pitch recording, initial setup of the project like source control, jira, setting up meetings etc which was divided amongst us.

Design document (Involved all 4 of us) – 5 = 5*4

Test plan document (involved all 4 of us) – 2 = 2*4

Total = 10/person = 40 Man Days

Note Positive Issues:

- All 4 of us being new to each other, were quick enough to understand and support each other within a week and then support each other and understand each other shortcomings in such a short time, though we are yet to gel together in a better way, but we feel this is great considering how we collaborated with each other in the first 2 weeks itself.
- We were able honestly tell each other about our strengths and weakness, hence we can see the trust element being developed in the team.
- All of us understanding and respect if someone is not available to perform a task and is ready to take it up on the other's behalf.
- We were able to gather the requirements, understand them and turn them into a design.
- We were also able to come up with a test plan.

Negative Issues:

- We had to work on weekends to compensate the days we missed in the early start of sprint, probably because we did not communicate too well in the starting days
- Documentation is getting late even though the main work is getting completed on time

Suggested Improvements:

- Plan more aggressively right ahead will give every one of us a good picture and plan things accordingly and then we need not stretch ourselves to the weekends for completing the work assigned
- We plan to communicate more frequently and update the status every day, to get an idea of progress
- We plan to draft a document at the time of discussion itself so that the documentation is also done parallelly