Dear future AMOS generation,

We've had a lot of fun with the project, hopefully you will have fun too. Here are some tips and tricks that should help you in your journey:

Things that worked well:

- Start early in the sprint with your tasks
- Making a release meeting one evening before the team meeting helps a lot to get faster through the tickets during the team meeting and it is still possible to get more explanation about implementation details from the team or fix bugs if there are any
- In addition to the release meeting, set a deadline for considering features/ pull requests/ etc on the evening before the team meeting, such that there is enough time to prepare deliverables (screenshot and planning documents) in an orderly fashion
- Make sure the working atmosphere is good so that everyone has fun with the project
- If you organize in subteams, a mid-sprint-meeting in the subteams is very useful to get an overview and a feeling about the current process/problems
- If during the stakeholder-meeting the stakeholders mention any deviation from the original project-description, write it down so there are no misunderstandings in the later part of the project (and inform all team members that were not present about it)
- If you don't change the PO role between team members every sprint, make sure you have at least two persons that are familiar with the tasks that have to be done regularly

Things we wish we had known beforehand and other tips:

- Prepare mid project release plan at the end of every sprint, because you'll have an unnecessary amount of work if you start with it later than sprint 2 (also if it's only needed for the mid-project release, it's not trivial to create the features by reading your screenshots of the Kanban-Board)
- The role as Product Owner is very time consuming, they will not have much time to do implementation or research (at least in the sprints with other non-regular deliverables)
- For the final pitch (60sec during demo day) and the presentations (5x 20mins during demo day), start early with preparation and rehearsal and assign the persons that should talk/present during the slots in advance
- Make sure issues that depend on another are not planned in the same sprint (or alternatively: create an interface implementation which provides dummy data, so the end-side of the dependency-chain can already start consuming the dummy data)
- Early coordination of the absentees and task assignments is essential
- If you don't know how to use a tool, name it in the beginning and try to learn at least the basics before starting the project, if team decides to use it anyway.
- Don't catch Covid-19

Have fun!

The Geo Data Search Team