Project Retrospective

What worked

- Constant improvement in our SCRUM practices which was visible each sprint. Eventually we found our SCRUM groove.
- Delivering a final high-quality product within a short timeframe that fulfilled our product goals and vision.
- Team meetings for the SCRUM ceremonies went very well at the end and were much more efficient than in the beginning.
- Gaining experience technical-wise and teamwork-wise in a setup that is similar to a professional work environment.
- Sharing feedback and most often very open discussion about problems which helped a lot.
- Social events to have also a not work-related relationship and to learn more about each other.

What didn't work

- Finding ways to make all team members on a similar level of taking initiatives and being able to work autonomously.
- Giving enough appreciation to the extra efforts invested in knowledge diffusion, communication and coordination etc.
- Scheduling extra on-demand meetings where the whole team is available.
- Establishing time boundaries for each team member where the expectations on their availability and responsiveness are not overwhelming or unrealistic.
- Optimizing the Stand-up emails to serve as an alternative for the daily stand-up meetings.

Lessons Learned

- Not to be too strict on ourselves at the beginning and to embrace the learning process of Scrum.
  Its learning by doing!
- Discuss responsibilities of POs/SDs regarding the deliverables and other tasks at the very start of the project, rather than assuming that everyone has a shared understanding.
- Agree on and commit to an estimated and unified amount of minimum time investment as well as personalized time boundaries as way of ensuring a balanced and fair distribution of work alongside the usual task allocation. Utilize the team contract for this purpose.
- Define standards for code, pull requests, reviews and other processes when there is a huge quality discrepancy.
- Some additional retros and feedback meetings can help to raise the mood of the team and sustain our team alignment
- Find ways of communication where all people are reachable and decide on different communication channels for various levels of urgency.
- Collaboration with industry partner: Make sure to fully understand the scope of the project and the customer's expectations. Actively ask questions, get regular feedback on status to identify whether you are on the right track. Be more demanding towards the industry partner, do not wait too long for answers, always send reminders.
- Defining response times for polls and the open discussions can lead to faster collective decision making which can be important when having meetings only once a week.