Sprint 2 - Sprint Retrospective

Group task 21P

Team Name: Team Grotle
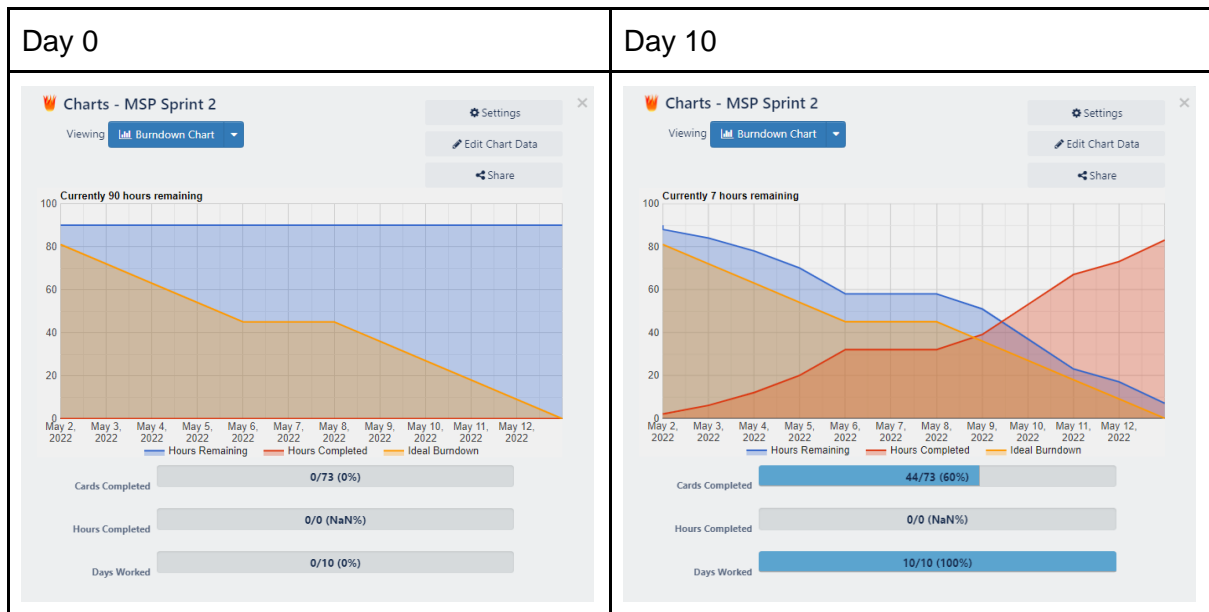Tutorial Class: Tue 12:30 EN310
Tutor: Naveed Ali
Team members:

Group members	Student ID
Hamish	103607352
Dilni	103616345
Kamar	103607585
Melanie	103489466
Justin	102589705
Tevy	103139978
Cormac	102581060

Team Velocity Retrospective

Day 0	Day 10

Ideal vs Actual:

The chart above shows our final burn-down chart from Sprint 2. The orange line shows our ideal burn-down chart for the sprint and the blue line shows our actual progress. As shown above, the actual burndown is always slightly above the ideal burndown. This means that our velocity was quite close to our ideal velocity, but with extra time to spare. The 7 hours remaining at the end of the sprint indicate that we completed all our tasks earlier than expected. This means that there was a slight overestimation of the time needed to complete Sprint 2. This success was due to the fact that the development team was able to improve on the development process by learning from the mistakes made in Sprint 1. The factors contributing to Sprint 2's success as well as the minor issues affecting this sprint have been discussed in the following sections.

Team Process Retrospective

Things which work well

Positive (was working)	Justification
Conversion of code	Converting the code from Java to PHP was the correct move. This is because all team members had a better understanding and were able to access the code. Compared to Sprint 1 where the Netbeans IDE was used, not many team members could use it. Now with Sprint 2, team members could now access the code through notepad.
Screenshot of Documentation	Within this Sprint, each person was assigned a role to take screenshots of our progress. We had four people instead of two this sprint taking screenshots. This allowed us to hold accountability and allow us to focus more on the actual project rather than the screenshots.
Assignment of tasks	We divided our group into sub-teams which consisted of 2-3 team members. This allowed us to focus on multiple architectures of the project such as the database, frontend and backend at once. This allowed us to split the workload and help one another within each sub-team.
Goal setting	In the setup of the Sprint, we had clear goals and how to achieve them. Using the Trello board we were able to break down tasks and easily determine what needed to be done to accomplish our goal.
Team support	As a team, even though we were in sub-teams, we still managed to help each other out and give each team member the support they needed. Whether helping with documentation, code or design. Each team member fully supported the other.
Communication	As a team we would communicate through Discord. We would often leave messages within the chat and would often get a response within 12 hours. Additionally, all members were active on the discord server.

Things which didn't work well

(Not working)	Justification	Improvements
The distribution of workload	Most of the members were assigned tasks to complete. However, some members had a heavier workload than others. This is because the	Because coding skills will vary between members, it may be beneficial to break down the larger coding task into chunks. Thus, allowing

	members who did the coding tasks in Sprint 1 had to continue coding in Sprint 2, in addition to documenting that code (such as the Github screenshots and design documentation for Sprints 1 and 2). The reasoning for this is that these team members had a better understanding of the code and thus would be better at explaining and documenting it.	members of the team to contribute by doing smaller parts of the code while receiving feedback from the more experienced members. This way the more experienced programmers can focus on the main/more difficult parts of the code.
Resubmissions on documentation tasks	For some documentation tasks during the duration of Sprint 2, our group had multiple resubmissions. While it is not expected that we will get it right the first attempt 100% of the time, the multiple resubmissions did take time away from doing the backlog items and successor tasks.	In terms of improvements that can be made this really depends on the individual task that needs to be done, however overall, as a group we can thoroughly read through a task and continue to seek feedback and advice from our tutor.
Coding collaboration for the development of backlog items	During the development of Sprint 2, there was a minor issue with how developers would collaborate with each other to complete the programming of functionality. For instance, developers weren't using the same coding convention, leading to confusion on how bits of the code are labelled. Moreover, some coding files weren't properly commented on, hence the explanation of certain blocks of code were not given. Therefore, when another developer would work on partially coded PHP, HTML, or SQL query files, they had to either take the time to understand the code or ask for clarification. Hence, wasting time in	To solve this issue a possible solution is to have a strict and baseline code convention created in the set-up stage for the sprint. Which all developers will have to strictly adhere to. Likewise, developers will have to comment on code or write a small summary of what addition they made to the coding files. This should be also presented in the daily scrum stand up meeting to further ensure clarification between developers. Therefore, confirming that there is clarity in collaboration in developing web applications.

	completing backlog items.	

Sprint Retrospective Meeting Minutes

Meeting Topic: Sprint Retrospective	**Date:** 17/05/22 **Time:** 12:30 **Location:** Swinburne Hawthorn campus room EN310
Attendance: ● Cormac ● Dilni ● Justin ● Kamar ● Melanie ● Hamish ● Tevy	
To-do Items in the meeting ● ~~Discuss Team velocity and if it was overestimated or underestimated~~ ● ~~Discuss Problems with team abilities~~ ● ~~Discuss negatives of the team process for sprint 2~~ ● ~~Discuss positives of the team process for sprint 2~~	

To-do items after meeting	**Member**
● Finish Team velocity explanation	all
● Finish Team Abilities & Task Completion Retrospective section	all
● Finish Team Process Retrospective positives	all
● Finish Team Process Retrospective negatives	all