Sprint Retrospective 5

Wednesday, November 10, 2021   8:24 PM

What was Good?

- (James) My team's got my back when I have stuff to do.
- (Jacob)
- (Naeun) Frequent meetings and working times with other team members.
- (Isabel) Frequent communication one-on-one and with the team
- (Blake) Able to finish everything assigned to me.

What was Bad?

- (James) Watchers, no one's got time for that.
- (James) Not everyone involved in Sprint Planning caused for everyone to be confused about the tasks.
- (Naeun) Short Sprint, I personally had a lot of school related work (exams, projects, etc.)
- (Jacob) The length of the sprint was not in my favor again but, as time goes on and we have larger sprints with more tasks it can become a problem later on. I need to update my daily scrum meetings more and need to work on that. Time will become more crammed at the end of the semester because of exams and with short sprints, there will not be enough time to complete all work items unless we schedule better.

What needs to Change?

- Watchers:
  - Take out Watchers and stick to our previous Retrospective solution of team meetings.
  - Team meetings will be scheduled during Sprint Planning.
  - Each formal team meeting is scheduled at ⅓ of progress in the Sprint.
- Sprint Planning:

Retrospective solution of team meetings.
- ○

Planning
- ○ Each formal team meeting is scheduled at ⅓ of progress in the Sprint.
- Sprint Planning:
  - ○ Sprint Planning cannot be scheduled on Thursdays or Saturdays.
  - ○ Sprint Planning cannot be scheduled between 12am - 2pm
  - ○ Sprint Planning should be scheduled ideally at 3pm or 7pm
  - ○ Sprint Planning ideally on Fridays or Sundays
- Short Sprint:
  - ○ Task Breakdown during Sprint Planning should be split up to at least 0.5-2 hours.
  - ○ Internal Due Dates need to be estimated better
    - ▪ Schedule Tasks according to priority
    - ▪ Tasks priorities greatest to least are scheduled by dividing the amount of days in the Sprint then subtracting that result from the total number days in the Sprint then adding 1 and this is at least how soon in days the task should be completed
      - ▫ Ex. Sprint has 5 days, Task with priority 1 is scheduled to be completed in 1 day of starting the Sprint
    - ▪ If after division turns into a fraction or is 1, multiply the number of days in the Sprint and don't add 1, then take the ceiling of that result
      - ▫ Ex. Sprint has 5 days, Task with priority 10 is scheduled to be completed (½ * 5) in the 3rd day from starting the Sprint