

Sprint Retrospective 2

Wednesday, October 20, 2021

8:12 PM

- Can we push back the daily scrum from noon-3pm PST
- Next sprint, plan for meeting times within the sprint instead of individual groups.
- Schedule subgroup meetings

What was Good?

- Communication
 - between Groups, biweekly progress presentations
 - itemized lists for what to discuss
 - frequent meetings within subgroups
- Resource Sharing
 - links to videos and sites
 - notes on OneNote

What was Bad?

- Plotting Hours
- Not enough leeway to account for unforeseen incidents
- Lack of Perspective for the Work Items

What needs Changing?

- Schedule Subgroup Meetings during the Sprint Planning phase
 - like the daily scrum
 - teammates in the group have to report progress and ask for feedback/questions every 1/3 of total days in the sprint
 - **Ex.** 5 day sprint requires a meeting on the day 2 and a meeting of the day 4 of the sprint
- Email Professor sooner with questions on the Work Item
 - during Sprint Planning, send emails frequently
 - everyone needs to give at least one question to ask the professor
- Split Work Evenly
 - everyone gives a maximum hours/effort to devote on one task
 - determine minimum tasks able to fit into maximum hours

- assign tasks based on maximum hours and minimum tasks possible
 - give about 30% leeway for each teammate unless they agree to lowering this leeway
- Everyone Signs Off on each Deliverable to show agreement