Team Name -

Sprint Name -

Answer the first three questions before moving on to your action items. There should be at least one item per the first three questions with a minimum of four items total, so at least one question will have more than one answer. In addition to an answer, list which team member contributed that answer. Once complete, move on to your action items, which you should write as a team. Come up with at least two action items.

What went well?

What could have gone better?

What did we learn?

What are our action items?