



RETROSPECTIVE

What went well:

We successfully completed all the user stories and tasks that we committed to for this sprint

What didn't go well:

Sprint ceremonies, such as daily stand-ups or sprint planning, were not as effective as desired.

Action Steps:

Create a well-structured agenda for each meeting. Share it with participants in advance so they can come prepared.

Set time limits for each agenda item and for the entire meeting. Stick to the schedule to prevent meetings from dragging on.