

===== 12:30 6/11 , Sprint 1 =====

Team members present:

- Cao Minh Quang
- Châu Vĩnh Đạt
- Lý Nghi Hoàng
- Trần Đăng Tuấn
- Ngô Tấn Tài

Team members absent:

- None

After completing the first sprint, we held a team discussion to evaluate our performance and identify key points for improving our collaboration in developing our software product. Here are the main takeaways:

Successes:

- All required documents, including the Project Plan and Vision Document, were completed well ahead of the deadlines. This proactive approach has given the team a solid foundation to work from.
- We successfully created a detailed project schedule for the remaining sprints, ensuring we have a structured timeline to guide our progress.

Challenges:

- Limited time to learn Unity: Due to time constraints, several team members have not yet gained the proficiency needed to use Unity effectively. This has impacted our ability to work efficiently with the platform.
- Non-functional requirements in the Vision Document: Some team members found it challenging to visualize and address the non-functional requirements due to their abstract nature.
- Difficulties with Jira: The team has encountered some challenges understanding Jira's functionalities and effectively organizing scrum tasks, which has affected task management.
- Document and report tracking: Keeping track of the various documents and reports has been difficult as they are stored in multiple locations, making it time-consuming to locate specific information.

Improvement Actions:

- Aim to complete tasks well before the deadlines to allow extra time for review and adjustments.
- Take more time to carefully read and fully understand the project requirements to minimize misunderstandings or omissions.

By implementing these improvements, we aim to enhance our efficiency and collaboration as a team for the upcoming sprints.