

# Sprint #9 Retrospective

March 1, 2023

## WHAT WENT WELL?

Team Member	What went well?
Githel	<ul style="list-style-type: none"><li>- More progress with code base thank you team!</li></ul>
Haley	<ul style="list-style-type: none"><li>- Getting help from teammates when an error occurs</li></ul>
Allison	<ul style="list-style-type: none"><li>- Hit productivity goal (96%)</li><li>- Getting clarification on BRD requirements for implementation and designing</li><li>- Meeting as a team to go over technical issue and code structure</li></ul>

## WHAT COULD BE IMPROVED?

Team Member	What could be improved?
Githel	<ul style="list-style-type: none"><li>- I should have lowered my hours of capacity</li></ul>
Joshua	<ul style="list-style-type: none"><li>- I was busy this past weekend with BeachHacks and I didn't take this into account during sprint planning</li></ul>

## FOR THE NEXT SPRINT & ACTION PLAN

Team Member	For the next sprint...	Team Member	Action Plan
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Allison	Maintain team productivity, stay within 85%-90% productivity as a team	Allison	Reduce team capacity by 6 hours in the next sprint (1 hour for each team member) to account for midterms
		Joshua	Will roll-over items to next sprint, and increase to $\geq 20$ hours to account for incomplete tasks.
		Githel	Rolling over some work items to next sprint to account for missed days of work due to being sick
Allison	Reducing number of incomplete/in-progress tasks and increasing the number of completed tasks	Allison	Instead of starting a new task when you've completed everything in the planning document, help out other team member on their tasks to prioritize completing tasks
			Keeping the number of in-progress tasks in the Trello to at most 4
			Update Trello cards (whenever a milestone for Trello card checklist item) is completed for a task
			Structure Trello cards like the following:  Workitem

			<div><div>- Task Checklist</div><div><div>- Milest one Item</div></div></div> <div>See Customizing Group Card as example</div>
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