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| --- | --- | --- |
| Keep doing | Start doing | Stop doing |
| Start task early | Have less tasks dependent on other team member work, one sync meet maybe? | Forget to put your Jira ticket token in git |
| Do tasks on time | Give one person more dependent tasks | Write tests for changes |
| - | Start tasks early | Meetings during the Holidays |
| Do a task early if other tasks depend on it | - | Make review for pull requests too late |
| Bring nice ideas | Start tasks early | Meetings early in the morning |