

===== 02/11, Sprint 1 Review =====

**Time:** 20:16

**Team members present:**

- Ngũ Kiệt Hùng
- Trình Cao An
- Trần Thanh Long
- Nguyễn Thế Thanh Long
- Trần Nguyễn Nhật Cường

**Team members absent:** None

**Review discussion:**

- Planning-aligned Tasks Results
  - PA1-related tasks are all in acceptable state and ready for commitment
  - Auxiliary technical technologies surveys have been conducted and provide the completed technology stack of the project
- Planning-misaligned Tasks Results
  - Management process was not able to precisely track tasks status due to miscommunication
  - PA1-related documentations might be missing crucial information regarding the long-term development of the system
  - Initial Database Layout Design was not able to conduct
- Problems and Causes
  - Project Management has not realized the technical usage of software engineering tools and time management
  - Technical issues arise from the development tools themselves
  - A 2-week timing constraint proves too short to conduct many tasks
- Retrospective Resolution
  - Management positions has realized the process pipeline and will be more transparent on future sprint planning and reports
  - Tasks will be divided smaller and regular notifications will be performed in the team communication channel
- Keypoint
  - Sprint 1 has been successfully finished and deliverables are submitted
  - Project planning should be performed week-wise to be more consistent and realistic

**Summary of the meeting:** The review has identified multiple management-level problems as well as technical issues that arise from unfamiliarity with new tools. Despite that, deliverables are at acceptable level and are submitted for reviews by stakeholders. Auxiliary technology stack survey has proven to be successful and will be continuously performed during the next sprint.