

KEEP DOING	STOP DOING	FUTURE	
communication was good	take better breaks	could plan together what data is needed for ease in sharing when putting together project	
listen and share ideas			
shared slides early			
set check-in and stand ups early	don't forget to take breaks	keep teammates accountable for taking breaks	
adequate time for deep work	move communication more to Slack		
communication good	same as others	guideline for pulling data together	
communication was excellent	take breaks	talking through the data to understand the scope	
feel comfortable asking for help from team			