

Sprint 1 Retrospective Meeting

Feb 28 2024

Attendees:

Kacie P, Lysa H, Yifan Z, Muiz O, Robert P, Elya D, Max Y

Goals:

This meeting is NOT to reflect on the product that is being made, but on the scrum process itself.

- Are we happy with how the sprint went? Amount of work done, frequency of meetings, scheduling of meetings, length of meetings...
- Were we using our tools effectively? GitHub, Jira, Figma, Discord...
- Would anyone like to share what they specifically will work on improving during the next sprint (time management, more productivity, better communication...)

Discussion:

Are we happy with how the scrum process went? Amount of work done, frequency of meetings, scheduling of meetings, length of meetings, content of meetings...

- Kacie and Max would like to move Wednesday meetings to Tuesdays: thoughts?
 - Wednesday meetings will be moved to Tuesday at 5pm
- Muiz was satisfied with what we did, everyone contributed (even if it was uneven at times).
- Length of meetings has been good.
- Kacie suggested more screen sharing during meetings to show off what you have been doing, especially before making a pull request, so that feedback can be given early on.
- Lysa is happy with how things are going.

Were we using our tools effectively? GitHub, Jira, Figma, Discord...

- Kacie would like for everyone to make sure they are updating their progress more frequently on Jira.
 - Yifan suggested and we agreed that going forward we will be looking at Jira specifically in meetings.
- Kacie would like people to ask for help more frequently through Discord! People will be willing to help if you ask, don't get stuck anywhere.
 - Yifan emphasized the importance of asking for help, and attending tutorials if they are being run.
- Elya mentioned disruptions at the beginning of issues with Jira, people double doing work, so we will be making changes going forwards.
 - We've added a 'waiting' column in Jira, since some tasks will be waiting for other tasks to be done, and this will give more detail than 'in progress'.
 - Story point estimates have been changed to be a measure of priority, so 1 is the highest priority. It is also sorted by priority, so it is easier to see which tasks need to get done.
 - This is against the normal use of story points, but we were not using them otherwise, so this works better for our purposes.

- Lysa talked about how we struggled a bit to start, but have been doing much better now.
- Max talked about his struggles using GitHub to start, but with everyone's help he has been learning and getting better with it.
- Kacie and Elya mentioned the importance of commenting code, so that others can reuse your code comfortably, and debugging becomes easier.

Would anyone like to share what they specifically will work on improving during the next sprint (time management, more productivity, better communication...)

- Muiz wants to improve on writing comments in his code, and being more thorough in checking for codes and warnings before pushing code.
- Lysa also wants to be more thorough with her commenting.
- Max has been making comments, but will make sure to make this a standard throughout his code. He wants to get more comfortable with using GitHub branches.
- Elya is going to work harder on monitoring GitHub, tracking our progress and keeping it up to date.
- Robbie has not commented at all and will definitely be improving that. He will also make sure to focus on keeping Jira updated.
- Yifan will make sure to add comments to his code, and will focus on making the structure of his code better. He wants to make sure he keeps documents updated thoroughly and on time.
- Kacie wants to become more involved in coding tasks and will make sure that she is giving more breathing air to everyone else to provide their opinions during scrum meetings.

Any other thoughts to bring to the group, reflecting on Sprint 1?

- If anyone has any specific concerns they would like to bring forward in private, Kacie is absolutely willing to set up times to do so, and bring it to the next meeting in an anonymous fashion.