<u>Sprint #2 Reflection</u>:

Overall, we feel that this Sprint was a success. However, there are certainly a few things that we will want to do differently going forward; mainly, these improvements revolve around planning and task tracking.

First, we will likely want to do more work around the start time of our upcoming Sprints towards planning and thinking more thoroughly about how much work each requirement of the Sprint is going to take. For instance, while implementing Link we kept realizing there was much more to do than we originally thought. This could be fixed in the future by doing a more thorough outline of everything that the Sprint will require in our initial group meeting at the start of the Sprint, and then creating and assigning tasks from there.

Along those lines, we will also want to keep up with our task board more and do more thorough task tracking so that we can make sure that everybody has an even workload and so that we can keep track of how much work everybody is able to complete individually. This will be improved by the same solution of spending more time planning out the different tasks that will be required for each Sprint at the beginning; by doing this, we'll have a better idea of which tasks need to be added to the task board and how much effort these tasks will take to complete. While we did meet fairly often to go over what work we'd completed and what we were struggling with, it would be beneficial to have an official (and visual) way to keep track of the tasks that still need to be completed.

Additionally, we will get started on concrete coding earlier into the Sprint; we got started pretty late into this one, and as a result, some of us had to spend several hours working on it nearly every day. We also had very little time left for our code reviews and refactoring towards the end because we finished our full functionality with only a few days left before the deadline, so we will benefit from spreading our work out more evenly in the future.

Something that worked well for us that we will continue to do is that we will continue to meet often and keep good documentation of what we talk about in our meetings. At the end of each meeting, we made note of what we talked about, when our next meeting will be, and what everyone should have completed before our next meeting. This note is then posted to a common channel in the Discord server we use to communicate so that anyone would have easy access to it at any time. This has helped keep everyone on track and on the same page regarding what is expected of everyone, and we can make sure that everybody remembers all that we've discussed and that everyone is clear on what work is expected before our next meeting.

In conclusion, we have learned a lot from our first group Sprint, and if we are able to implement these simple changes to our planning and task tracking, our group will continue to do well.