#### **Iteration Post Performance Analysis**

##### **What mistakes were made?**

From all the team members, an agreement was that the use of time was the biggest mistake of this semester. Although this semester was one filled with unexpectedness (COVID), the team believes that a lot of the time that could have been used for the project , was wasted on other activities. Similarly, the quarantine did not incentivize consistent workflow between the design process, leading to certain aspects of the project being unclear to some team members until the arrival of key milestones or due dates.

##### **What things worked well?**

The assignment of a Project Manager was a very helpful addition to the work flow of the project. As stated previously, team members have struggled with time management due to the newly implemented online classes. The introduction of a PM helped to keep the team on track and to avoid any new mistakes in the project. Similarly, what worked well for the team was the designation of work and expectations early on in the semester helped lay out the foundations of the work that needed to be done for the Interim report and the Final Presentation.

##### **If you were to repeat your work this semester, what would you have done differently?**

* Firstly, the ordering components should be early, to better account for COVID restrictions. This semester, parts took much longer to ship from overseas due to the pandemic.
* Testing of the accelerometer and its synchronization with head movements would have benefited from more time and more team members being able to work on it at the same time. Travel restrictions limited the amount of people that could work together in the same space, but if somehow, the proof of concept could be broken down into different components, then each component could be sent to different members to work on and test.
* On a smaller scale, communication between team members could be improved. At certain moments of this semester (namely big milestones and due dates), team members have wished that they expressed their opinions and objections sooner in order to have more time to work on documents.

##### **What improvements do you suggest for the next semester?**

* Assign work assignments as early as possible (hardware and software).
* Find a more effective way to communicate schedule (ClickUp is not very effective). Possibly a higher frequency of calls or meetings to streamline the design process.
* If Covid allows, more in-person meetings or group work sessions will definitely benefit the Prototype’s creation
* Begin collection of data for project PPA at beginning, being clear about who is going to collect the data and how it can help us throughout the course of the semester