Sprint Retrospective Report

Sprint #:	3	Date:	03-06-2025

1. Start Doing

- **Formally document and share the project's "Lessons Learned":** Dedicate time to gather the main learnings, successes, failures, and surprises from the entire project into a shared document, so they are valuable for future initiatives.

- **Organize a comprehensive project debriefing session:** Beyond the sprint retrospective, plan a time to discuss the entire project lifecycle: what worked well, what didn't, and what we could have done differently at a strategic and operational level.

2. Do more Of

- **Ensure critical knowledge is transferred and documented:** Increase efforts to ensure that key information, complex logic, and important decisions do not remain only in a few people's heads but are accessible.

3. Keep Doing

- **Maintain high quality and attention to detail down to the last commit**: Don't lower the guard on code quality, testing, and documentation, even for the final tasks**.**

4. Do Less Of

- **Mutual support for completing the final tasks:** Help each other to finalize the last pieces of work, resolve the last bugs, and ensure a smooth and collaborative closure.

5. Stop Doing

- **Starting new "workstreams" or experiments not essential for closure**: Focus all energy on finalizing what has already been planned and is necessary.

- **Maintaining an excessive focus on non-critical optimizations**: If the system is stable and meets performance requirements, avoid investing time in micro-optimizations that do not bring tangible value at this stage. **Carrying over any unresolved tensions or misunderstandings**: If possible, try to clarify any past misunderstandings to close the project with a constructive atmosphere and preserve good relationships for the future.