**Sprint Retrospective**

Date: October 28, 2020 at 9:00 AM

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| What went right? | What went wrong? |
| * Team coordination; * Deciding on the system and which IDE platform to use; * Task division and assignment; * Meeting deadlines / delivering increments; * Accurate delivery of the increments; * Development Team working together throughout the entire process; * Product Owner attending most of the meetings and giving guidance and recap of her requirements in every Sprint meeting; * Scrum Master arranging timely meetings and following up every day with the Development Team. | * Time management during the process of the increments; * Other priorities (in the midterm week) slowing down the work and taking the team off track; * Lack of communication among the team due to resources (like weak internet and/or no electricity); * Less time therefore more load on the Development Team; |
| What lessons have we learned? | |
| * It is crucial to brainstorm, discuss and make a thorough and feasible plan (i.e. Sprint Backlog // Sprint Planners // Burnout Charts) for each increment and strictly follow the plan; * Strictly follow deadlines; * Work together as a team in every step of the way, towards a mutual goal; * Regular communication and comprehension (Daily Sprints) is important as it keeps the entire team on track; * Do not be afraid to speak out ideas and suggestions of your own to the Product Owner if it can enhance the overall project; * Support, assist and be flexible of the team and always prioritize the mutual goal over anything else. | |