Week4

Description	Feedback or Reflection from	Decision and activities
A reflection page should be created to track our reflection	shadow team	The reflection interface is created and differentiated by week. The table indicates our problem, who gave the feedback, what decisions we made and how to solve it.
Meetings are less efficient.	team	By learning our shadow team, we believe that the meeting agenda should be sent to our client the day before each meeting, so that the client can know our problems in advance and also ensure that our meeting is organized.
We should turn the story point into a specific working time.	tutor	After discussion in the group, we decided to convert one hour of work time into a one-point story point and add a story point when trello sets each card.
Reports should use a more non-technical language and be clearer	tutor （Richard）	Try to avoid non-technical languages in our weekly reports and use concise descriptions
User expectation test	tutor （Richard）	The test manager has been arranged to communicate with the school and the first version of the test model has been compiled.
We should consider the IP issue and avoid disputes when the project is profitable in the future.	Charles	Discuss the IP concern with the client again, wait for the client to evaluate the overall project value, and then sign the contract.
Data exists in Google Cloud is not safe	multiparty	This issue has been communicated to the client and has been discussed with the

		client, and we have been related to the school on this problem.
Could use the automatic agile management tool to draw the burndown chart and so on	shadow team	According to the survey, almost all agile management tools have to pay for such functions. After discussing with customers, we decided to only use free agile management tools, such as setting the story point on trello.
Github is empty	shadow team	Since our client request can't share github, all our own repo only put the document, but in the subsequent show we can show the screenshot of the submit.
Planning poker may use a lot of time	shadow team	Periodically consider our tasks in days or weeks, and predict the workload of each task. Finally, the actual working time is adjusted according to the actual working time.
Only 4 people presenting	shadow team	We considered that if all the members of the group were up, it would be difficult to arrange, and it would cause some confusion. Therefore, we decided that some people will show it in the future, and all the personnel will carry out QA. And other people who don't go to show can have time to focus on other issues this week.