**Team 7**

Nicholas Reggi – n9738525

Chloe Babington – n9724851

Lachlan Caldwell – n9960449

Saeed Abulrahman - n9308580

IFB299 – sprint 1 retrospective

Team Assessment

**What you did well?**

* Produced High quality artefacts that laid foundations for constructing the final release- To gain a better understanding of the topic, each member produced high quality artefacts which they shared with the rest of the team. Each member explained their artefacts (this was especially useful for the IS students looking at CS artefacts).
* Worked well together as team, using workshop time efficiently, sticking to sprint schedules and hitting due dates agreed upon. Friendly and professional communication skills of all group members allowed for this. A coherent team allowed for a maximum output of work when we were together.
* Prepared for our workshop by reading prior material to make sure we could work straight away. Having a well informed and up to date group eliminated time waiting for others to reach the same page. This ensured that there was no catching up or re-reading to be done during the workshop, so this time could be spent on focusing on the sprints.
* Assumed Scrum roles easily which led to useful team communications at the deliberation of the scrum master.
* Adopted the agile development mentality by frequently reporting back with work done, even if it was in progress, so that the client (and the whole team) had an idea of where we were in the development process

**What you did not do well?**

* Attendance due to work commitments, reduced the time the team spent together.

This reduced the amount of times the group member were all together. Working around the workshop time to ensure everyone could attend would be ideal, but sometimes not always practical.

* Group Members were confused as to which online medium we were communicating and sharing files on. This was due to there not being clear clarification on what tool to use. To rectify this, all group members were explained which tools and file sharing software that are to be used.
* Due to having different roles, some members work was complete at different times and where ready to move into the next objectives before other members, restricted them to work to max potential. Ensuring all members stick to the sprint cycle so that objectives are adhered to, and that everyone has the work ready for that objective to be complete.
* Stressful, last minute working up to agreed upon due dates for tasks created at times unease and sloppy work. Better use of time management and timetabling to benefit all members productivity and quality of work.

**What will you do differently next time to improve the performance of the team?**

* Have a structured meeting set in advance so that everyone can attend (would fix the issue of workshop attendance). Ensures maximum participation from the group which would lead to increased productivity.
* Make available time after the lecture and communicate freedom through the week to clarify and break up into smaller teams to attack an obstacle. This time could also be used to keep members up to date on where everyone is, to ensure everyone is focusing on the same objectives.
* Working together on the collaboration computer could assist with the team focusing on one idea and getting diverse opinions. Instead of using individual computers, using a collaboration computer will encourage discussion between the members, producing a higher quality of work.
* Encourage team members to help other team members if they have finished their work and another member is struggling to keep up with sprint plan. Assisting other team members can increase there understanding on the subject which allows them to complete the work to the required standard.