**IFB299 Sprint1 Retrospective**

**Team.A(#:77)**

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| Student Number | Team Member Name |
| N9881093 | Mingze Dai (IS) |
| N9353259 | Keonwoo Lee (IS) |
| N9871047 | Anqi Cui (CS) |
| N9920609 | Yiming Pan (CS) |
| Roles of Individuals | Scrum Master: Keonwoo  Developers: Yiming and Anqi  Clients: Keonwoo and Mingze |

Tutor: Jordy Kitto

Date: 21/09/2018

Workshop: 5-7pm, Thursday

First of all, owing to the fact that our team members are all international students, including 3 Chinese and 1 Korean, we have faced a difficulty of communication from the time the team was formed. The lack of English skills was a significant factor that badly influenced the first 5 weeks of our team project, which resulted in receiving 1 mark (out of 4 in total) of the team contribution criteria in the first assessment. Trying finding a potential solution could have bettered the situation (for example, being the first to start a conversation about upcoming tasks, meeting plans and etc.), but none of the team members did so and this is therefore an improvement that we have to make when the next print starts.

Furthermore, the frequent absence of some team members either from tutorial or planned team meetings within the first 5 weeks was another condition that eventually made us contribute negatively to our team project. Being absent from a tutorial or team meeting is something private, but what the team members didn’t do well about this issue is that they didn’t inform of the absence nor suggest for any alternatives for the planned weekly activities. In such a project that is based on the theory of Agile Scrum and that highlights the importance of communication and keeping up with one another for managing the project, what we rather did was all about avoiding each other with the excuse of the lack of English skills and putting off decisions to the last minute.

Additionally, we hadn’t done much of research before the actual sprint activities started from week 6. This delayed some processes of coding during the first couple of weeks of sprint 1 as we faced with some unfamiliar study fields that we had never learned, such as how to install Django and how Django can be connected to MySQL. We also didn't manage ourselves to research beforehand how to sync resources to the assigned repository, which failed each team member to be on the same track with one another. It is expected that as such issues are done by now we can make more improvements from the next sprint regarding to any technical issue or communication issue.

Essentially, another didn’t do well is that we have 6 remaining tasks that we haven’t completed until the appointed date. That is to say, the sprint plan wasn’t established as properly – we rather have spent some time on completing tasks that weren’t supposed to be done in sprint 1 but in sprint 2. For example, Sign-up functionality was to be done during sprint 2 of our project, but what we really needed to contain in the beginning of our project to make Log-in functionality work was ironically a Sign-up page that works beforehand. Therefore, those time we were supposed to spend for building Log-in page was actually wasted on providing Sign-up page, which eventually delayed other tasks as well, and we ended up having 6 remaining tasks at the end. The learning we could get from such happening was that we should also care about feasibility and the interactions between each component of the product system in order to understand what things are to be done first in accordance with their significance and effects and see if we can actually have certain tasks done within an appointed time.

Compared to the weaknesses we had, such as the lack of English skills, our strengths were found when we started working on the actual project from week 6. Unlike the first 5 weeks of the project, every one was well-known of what to do as each team member was assigned a certain task in association with the planned sprint 1 and meeting minutes the scrum master has documented which include a to do list for the next upcoming days and a brief summary of what the team has done so far for the proposed software product.

We also had regular team meetings. The regular team meetings were held twice a week and everyone tried their best to participate in the meetings even though there was a condition that everyone works different shifts on each week. Even the non-participants were to contact one of the participants to get the brief of the meeting and tried to keep up with the team, which ultimately improved us on the team contribution criteria. The language was no longer a problem as Mingze started to play the role of a translator in between, and everyone could much more easily focus on their assigned tasks throughout each team meeting. Also, from week 6, if any member of the team could not make it or feel like they would come late, they would let the others know about the concern through the group chat on Facebook.

However, there are also few improvements that the team needs to make in weekly activities from sprint 2. First of all, we need to improve to come to the planned meetings on time and as few times some of the team members were either later or absent. That being mentioned, we also need to improve to yell out because only a limited number of members have actually spoken during the last meeting. Similarly, as few times some of the assigned tasks were uncompleted until the appointed date, we need to focus on improving to manage the time well.

In order for better understanding of completing each task from next sprint, there is also a need for us to pay special attention to our tutor, Jordy who has provided our team great feedbacks as often as needed about the improvement of our project. Through the special attention on him during each workshop, we will surely be able to be more aware of the facts and issues we are going to face throughout our project.

Last but not least, it is important not to focus on the frustration we had through receiving our first mark and lose the hope we have kept in mind for success. What is done is done, and this will rather motivate us to work harder and harder and have the desired product produced by us at the end.