Sprint 1 Retrospective – Group 6

Video For reference for Scrum meeting for Sprint Retrospective - Meeting in Agile engineering group 6-20250128_121800-Meeting Recording.mp4

Comments from Sprint 1

Name	What went well in Sprint 1?	What could be improve for Sprint 2?	Additional Comments –
Hakan Kiltich	Clear goals were set at the start of the sprint.	Time management and Task coordination.	For working on similar tasks. e.g. for the frontend
Elijah Olusegun	Teamwork, approach , together as a team, everyone collaborated.	Communication issue for same tasks, couldn't collaborate.	Two people working on task is not possible.
Elia Benezech	Went well for intensity of teamwork	Presentation was a bit bad due to no clear instructions of expectations	Meeting with the client needed more management and organisation.
Sam Francis	Daily stand-ups were concise and productive.	Understanding and breaking of complex tasks earlier to allocated to others	Maybe breaking down of bigger user stories down
Daniyal Abdullah Alvi	Test coverage improved, reducing bugs in production.	The demo did not go well because we went into technical details, better for structure and content for next client meeting	Look at Dr Crabb's review from the 2nd client meeting
Jessio Rodrigues	Everyone did well as a group in assisting each other with struggles.	Have brief check-ins to stay aligned.	Additional update either then the daily stand-up.
Nahid Mortuza	Did not attend meeting.	Did not attend meeting.	Did not attend meeting

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What went well? In more detail. The positives of Sprint 1 and the continued actions need for sprint 2.

Positive - Clear goals we set at the start of the sprint.

In the Sprint 1 what had gone well was that meetings had structure and end point goals were set by the Product Owner to make sure we delivered a product to the greatest value in the limited time to the client.

Continued action for 2nd Sprint

We as a team will continue to make sure meetings have been structured well and have clear goals so that whole team is not confused by any information given out

Positive – Great team work and assisting each other with programming struggles or bugs

The team worked well together, supporting each other through challenges and ensuring tasks were completed efficiently. There was a strong sense of collaboration, with team members stepping in to help when needed. However, communication could be improved, particularly when multiple people were working on the same task, leading to some confusion.

Continued action for 2nd Sprint

For Sprint 2, clearer task ownership and better coordination will help avoid overlap. Brief check-ins alongside daily stand-ups will ensure everyone stays aligned, and a more structured approach to teamwork will allow for smoother collaboration and efficiency.

What could be improved? In more detail The Problem in 1ST Sprint and Actions for 2nd Sprint

Problem: Miscommunication and duplicate work

Problem - In our 1st Sprint, we struggled with communication. Some of us didn't efficiently update the Kanban Board on GitHub with what had been completed and what still needed to be done, which led to work being completed twice by two people.

Action - For our 2nd Sprint, we'll have check-ins every three hours to keep everyone aligned. To make these check-ins useful, we'll keep them short and focused, so they don't disrupt work. We'll also make sure everyone updates their tasks as soon as they're done to avoid confusion. If needed, we can adjust the check-in frequency or use quick async updates to keep things efficient.

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Problem: Overly Focused on Negatives

In our last sprint, we found ourselves focusing too much on how behind we were with our work. Even though we were dealing with a large, complex project that had many moving parts, the team became fixated on the delays rather than acknowledging the progress we made. This led to frustration, lowered motivation, and a lack of appreciation for the effort everyone was putting in. Instead of celebrating the work that was completed, we spent too much time worrying about what still needed to be done, which contributed to a negative mindset and reduced our energy going into last days of the 1st Sprint

Action – For the 2nd Sprint, we'll start by celebrating the small wins at each Stand-up check-in. Everyone will share something positive, whether its progress made, a moment of good teamwork or something that's makes them happy. Instead of focusing on being behind, we'll shift the conversation to how much we've accomplished, even with a big project on our hands. We'll also make sure to highlight the team effort—recognizing the support we're giving each other to keep things moving forward. This way, we'll stay motivated and avoid getting Demotivated down by setbacks.

Problem Building Trust and Encouraging Honest Feedback

In our last sprint, there was a noticeable lack of honest feedback within the team. Since many of us are friends, we found ourselves hesitating to offer constructive criticism or voice concerns, worried it might cause tension or disagreements. This reluctance to speak openly led to unresolved issues and missed opportunities for improvement. Not everyone felt comfortable sharing their true opinions, and as a result, we didn't fully benefit from honest perspectives within the team.

<u>**Summary from Scrum Master for Sprint Retrospective**</u>

<u>**What went well as a team?**</u>

The team had demonstrated strong teamwork and collaboration throughout the sprint. Clear goals were set at the beginning, which provided direction and focus. Everyone worked together effectively, contributing to tasks and ensuring a collective approach to problem-solving. The intensity of teamwork was evident, with a shared effort to meet sprint objectives. Daily stand-ups were productive and concise, helping to align team members and clarify priorities. Test coverage improved significantly, which helped reduce bugs in production and increased the overall quality of the deliverables.

Additionally, breaking down complex tasks earlier in the sprint allowed for a more structured workflow and better delegation.

What could be improved as a team?

Despite strong teamwork, communication challenges arose, particularly when multiple team members worked on similar tasks, such as frontend development. There was a lack of coordination, making it difficult for two people to effectively contribute to the same task. The sprint demo did not go as planned due to the inclusion of excessive technical details, which made it difficult for stakeholders to follow. The team could benefit from a better structure and content approach for future client-facing presentations. Meeting management also required improvement, especially in terms of ensuring clear instructions and expectations for presentations. Additionally, coordination with the client could have been handled more effectively to ensure smoother interactions.

Actions for Sprint 2.

To improve communication and collaboration, clearer task ownership should be established to prevent overlapping work and confusion. Brief check-ins in addition to the daily stand-ups could help the team stay aligned on shared tasks. For client meetings and demos, better structuring of presentations, with a focus on clarity and content rather than excessive technical details, would make them more effective. Reviewing Dr. Crabb's feedback from the second client meeting will be useful in refining the approach. Lastly, better management and organisation of client interactions will help ensure expectations are met and communication remains clear.

References

https://www.atlassian.com/team-playbook/plays/retrospective#:~:text=A%20sprint%20retrospective%20is%20a,essential%20part%20of%20team%20collaboration.

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https://asana.com/resources/sprint-retrospective