**Sprint 1 Retrospective**

1. **Personal reflection**
   1. What went well this sprint?

* Allocation of tasks was fair, based on individual expertise
* Team members managed time well
  1. What did not go well this sprint?
* Overestimated the number of tasks for this sprint
* Miscommunication between product owner and scrum team
* Individual scrum members have trouble communicating their own work to others (technical jargon involved, requires “pre-knowledge”, etc.)
* Scrum members are generally not very exposed to other member’s expertise
* General lack of communication within the scrum team
  1. **What can be improved for the next sprint?**
* Individual members to improve on their respective field of expertise
* Foster a safer environment within the scrum team
* Brief the scrum team on basic knowledge of each member’s field of expertise (define jargon, simplify concepts, explain procedures, etc.)

1. **Major team decisions**

* Trello:
  + **(ADD)** Reuse sprint board for every sprint
    - Previous sprint tasks sit in the “completed” section with labels to indicate which sprint it belonged to
    - Rename sprint board every sprint
  + **(CHANGE)** Story points per sprint: rigid 10 -> loose 15 (15 ± a few points)
    - **(CHANGE)** Story points designated based on: Time estimated in days -> relative difficulty
* Sprint length:
  + **(CHANGE)** 1 week (Monday – Monday) -> 2 weeks (Thursday – Thursday)
* Stand-up meetings:
  + **(CHANGE)** Frequency: every 2 days -> every Tuesday and Friday (time & place fixed a day before)