

Course Advising

SPRINT 4] RETROSPECTIVE DOCUMENT



[Date]

[Company name]

[Company address]

**Team Course Advising Sprint 4 Retrospective Document**

In this retrospection, you will be focusing on the individual introspection.

# What went well?

* Organization was really good. We were all certain of what tasks needs to be completed and what we could do to complete them.
* We integrated all of our parts together smoothly.

# What did not go well?

* Some of our tasks overlapped, which caused some confusion on which methods we should implement.
* I, in particular, had trouble managing my time.

# How should you improve?

1. Mention at least two ways to improve your work in the next sprint.
2. This list should be based on what did not go well in the last sprint.
3. Use bulleted list with details using 2-4 sentences.
4. This improvement is for you as an individual.

* I need to allocate more time to this project. I have neglected to give this project its fair share of my time.
* I need to be more proactive in the group. I should play a larger role in its completion.

# Time estimation

|  |  |  |
| --- | --- | --- |
| Task | Time estimated for the task | Time actually spent |
| Onboarding questions | 20hrs | 5hrs |
|  |  |  |
|  |  |  |
|  |  |  |

Note: Use the planning documents and your work log to fill this table.

# Personal goals

In the last sprint retrospection, you mentioned two goals to improve upon. How were those goals addressed in Sprint 2 and how did you improve as a team member.

* Organizing tasks and duties – I believe our group improved on this skill. We definitely introduced more structure in this sprint, which I felt was beneficial.
* Limit procrastinating – Last sprint, I said I improved in my efforts to stop procrastinating, but for Sprint 3, I found that I slipped back into my old ways. Because I failed to deliver what I promised in its entirety, this should motivate me to do so this sprint.