

# COMP3900/9900

## 2022 Term 2

### Retrospective B

### Assessment

#### ❖ Retrospective B (Report due before **Week 9 Lab Time**) (worth **2.5%**)

A retrospective is a reflective activity, where the team meets to think about their teamwork process over the past sprint, and discusses:

1. what went well,
2. what did not go so well, and
3. what the team should try over the next sprint to improve their work process.

Additional aspects are also described in the marking criteria below. This meeting should follow soon after the sprint demo (usually in the same day). The deliverable for Retrospective B should be emailed by the team Scrum Master to the mentor and also submitted through WebCMS3 (***make sure the version submitted on WebCMS3 is the same as the one sent by email***).

#### ❖ Marking Criteria

- a) **Retrospective B** report has a **title page**, similar to that of the project proposal, with the retrospective report submission date, **columns** or **sections** to describe **what went well, what did not go so well, and things ‘to try’ in the next sprint** to improve the team’s work process. **Empty** sections/columns **must** have an **explanation** (worth **1.5%**).

- b) A **team member assigned** responsibility for attempting to enforce or follow up on each item on the '**to try**' list. If an item in the **to-try** list is **not assigned** a member this **must** have an **explanation** (worth **0.5%**).
- c) An outline of how effective '**things to try**' from the previous retrospective (**Retrospective A**) were at improving the teamwork process. If this outline is empty, there should be an explanation for why it is empty (worth **0.25%**).
- d) **Date, time, and team members present or absent** at the Retrospective B meeting (worth **0.25%**).

❖ Group members **absent** from the Retrospective B meeting according to members present/absent list, receive **0** for the Retrospective B assessment item.

❖ Please make sure you also look at the WebCMS Retrospective B submission page for submission instructions and follow those submission instructions.

## ❖ Marking Rubric

COMP3900/9900 Term 2, 2022 Retrospective B Marking Rubric			
Team Name:			
	zID	Name	Present according to Retrospective B report (Y/N)?
Team Member 1:			
Team Member 2:			
Team Member 3:			
Team Member 4:			
Team Member 5:			
<b>Category</b>	<b>Team Mark</b>	<b>Max Mark</b>	
Includes column or section describing what went well (empty section/column must have an explanation)		/0.5	
Includes column or section describing what didn't go so well (empty section/column must have an explanation)		/0.5	
Includes column or section describing items 'to try' next sprint (empty section/column must have an explanation)		/0.5	
Includes outline of how effective 'things to try' from the previous retrospective (Retrospective A) were at improving the team work process (if this outline is empty, there should be an explanation for why it is empty)		/0.25	
A team member assigned responsibility for attempting to enforce or follow up on each item on the 'to try' list (If an item in the to-try list is not assigned a member this must have an explanation)		/0.5	
Title page, date, time, and team members present or absent at the Retrospective B meeting		/0.25	
<b>Retrospective B Mark</b>	<b>0</b>	<b>/2.5</b>	
<b>General Comments</b>			