Sprint-1 Retrospective Meeting

Meeting of: *PerfectWorld Official Meeting*

Held at: *Zoom Meeting*

Date: *17 Apr 2021*

Time: *9PM - 10:00PM*

Present:

Yangfan Xu, Duc Trung Nguyen, Changhai Ren, Jiawei Ren, Jiaqi Ao

Apologies:

All attended

Approval of minutes

official meeting

Agenda items

Reflections for sprint 1

Achieved in Sprint 1	Didn't achieved in Sprint 1
- All features for the Resume page - ALL features for the Event page - Most features for the Academic page - All features for the Fun fact page - Most features for the AboutMe page - Reorganise service part code	- Improve the UI design for event page - Delete image function for Academic page - UI design for Academic page - UI design for fun fact page

What did we do well	What could we have done better
- Conduct meeting once or twice a week to track progress and discuss issues - Willing to learn new technologies	- Should plan tasks for all assigned user stories at the beginning of the sprint, put them to Trello to track sprint progress - Should strictly follow Git conventional commits - Improve technical skills: React, Typescript, Express and MoongoDB - Do the functional test and report bugs on Trello - Clearly define acceptance criteria for each user story - Set up CI/CD to provide a package to perform testing

Next meeting

The next Weekly meeting will be at 9 PM on 20th April at the Zoom meeting and all team members will write the meeting minutes for the next meeting (sprint2 planning meeting).

Minutes submitted by: YANGFAN XU Duc Trung Nguyen Changhai Ren Jiaqi Ao Jiawei Ren

Approved by: YANGFAN XU Changhai Ren Jiaqi Ao Jiawei Ren Duc Trung Nguyen