SPRINT REVIEWING REPORT

SPRINT 01

19/05/2025 – 01/06/2025

Group: 1

Project Name: Lumiere Cinema

Prepared by: Tạ Thiên Lâm

1 Information

- **Date:** From 8:30 PM to 10:30 PM, Thursday, May 31th, 2025.

- **Location:** Online via Google Meet

- **Host:** Vương Ngũ Tín Thành

Student ID	Member	Role	Note
23127023	Phan Nhựt Anh	Front-end Engineer Lead	
23127261	Vương Ngũ Tín Thành	Project Manager	
23127272	Nguyễn Thiên Nhã Trân	UI/UX Designer	
23127401	Tạ Thiên Lâm	Back-end Engineer Lead	
23127475	Ngô Hồng Thanh	Quality Assurance Lead	

Note: The role of a member is flexible and maybe change in the next sprint.

2   Sprint Retrospective Summary

Sprint Goal	Status	Assessment
Vision Document (v1.2)	Completed	Delivered on time with complete sections; ready for TA's feedback.
Software Development Plan (v1.3)	Completed	Covers scope, team structure, and process clearly; practical for sprint planning.
Website's landing page UI on Figma	Completed	Finalized website concepts and edited the landing page corresponding with the TA's feedback.

3   Observed Challenges

Throughout the first phase of the project, our team encountered several challenges that affected both our initial progress and overall workflow.

- **Lack of experience with key technologies**

  Many members were unfamiliar with tools such as React, Tailwind CSS, Node.js, and Express.js. As a result, significant time was spent learning through documentation and tutorials before we could finally determine the tools we would use.

- **Tool setup and onboarding difficulties**

  Setting up project management tools like Jira took longer than anticipated due to lack of prior exposure. This led to delays in assigning tasks and managing collaboration effectively.

- **Ineffective meetings**

  The initial meetings were often short and unproductive, lacking a specific meeting agenda.

4   Cause Analysis and Adaptive Actions

When we reviewed the sprint, we noticed that the main problems were due to onboarding not being thorough enough and unclear meeting agenda.

To address these, we plan to introduce a defined onboarding checklist and assign specific roles based on individual strengths. Future meetings will follow structured agendas with clear goals.

5   Lessons Learned

We learned that clear communication, designating a moderator to keep discussions focused and efficient, well-defined responsibilities, and accounting for technical onboarding are essential to early sprint success. Most importantly, we recognized the value of regular feedback loops and adaptive planning, which we will continue to apply in upcoming sprints to improve team performance and delivery quality.