

## **Sprint Retrospective Meeting Minutes**

**Attendees:** Aykhan Pashayev, Charlie Iglesias, Cheng Zhang, Alex Linghay Eng, Nicolas Su Nobrega

**Start Time:** 5:40 PM EST

**End Time:** 6:15 PM EST

Meeting Notes:

As a team, we reflected on the previous Sprint and discussed what each person contributed, what worked well, and what did not go according to plan. We reviewed both completed and incomplete user stories and identified concrete improvements for the next Sprint. The discussion focused on

What went Right:

- The full technical implementation of the AnomAI system has been successfully completed, including backend detection pipelines, frontend dashboard, and system integration.
- The user interface is fully functional and stable, providing clear visualization of anomaly detection results and incident data.
- Testing has been completed across core features, validating detection logic, system behavior, and UI consistency.
- The GitHub repository has been finalized with structured documentation, making the project easy to navigate and understand for external reviewers.
- Team collaboration remained strong throughout the sprint, with efficient coordination during final testing and system validation.

What went Wrong:

- Final documentation required more time than initially expected, particularly in ensuring clarity, structure, and completeness for external audiences.
- Some minor inconsistencies were identified between documentation and implemented features, requiring additional review and updates.
- Time allocation toward presentation materials (poster and visual summaries) was underestimated compared to technical development.

How to Address Issues:

- Prioritize completion of remaining deliverables, specifically the project poster and extended documentation, ensuring they clearly communicate system architecture, features, and impact.
- Conduct a final documentation review to align all descriptions with the actual implemented system and ensure consistency across the repository.
- Assign clear ownership of presentation materials (poster design, visuals, summaries) to streamline completion and avoid overlap.
- Focus on refining how the project is presented rather than adding new features, emphasizing clarity, professionalism, and real-world relevance.