

Sprint Retrospective Meeting Minutes

Project: Deploying a SIEM in Microsoft Azure

Attendees: Mateo Escobar, Nikohl Fuentes, Ryan Hamel, Sebastian Medina, Marian Mora

Start time: 2:00 P.M.

End time: 3:30 P.M.

What went wrong?

- Did we do a good job estimating our team's velocity?
 - We did a good job starting off and ended slightly earlier than expected. Overall, I would say we did a better job estimating our velocity than what was intended.
- Did we do a good job estimating the points (time required) for each user story?
 - We did a good job estimating the points this sprint. With the extra time from completing user stories on time, we have been able to work more on completing the final deliverable.
- Did each team member work as scheduled?
 - Yes, all team members worked as scheduled.

What went right?

- Throughout this sprint, we did not face any major issues. We were successfully able to complete the remaining task for our user stories and final deliverable while keeping our workloads manageable. Any potential slipups were easily adaptable and fixed in the process.

How to address the issues in the next sprint?

- How to improve the process?
 - As mentioned before in other retrospective meetings, time constraints have been our biggest challenge throughout this project. Our daily meetings have made it difficult at times to maintain a consistent work schedule. To address this, we have collaborated more to complete tasks.
- How to improve the product?
 - Worst case, we might have to consider giving ourselves a bigger volume of overall work while still giving a realistic timeframe for the next sprint.