

Sprint Retrospective Meeting Minutes

Project: Vocabulary in Reading Study (VIRS)

Date: June 29, 2025

Time: 1:00 PM – 3:00 PM

Attendees

- George Spanioli – Frontend Developer
- Issik Drew – Backend Developer
- Joshua Lopez – AWS Infrastructure
- Ivan Marquez Jr – Testing / Manual QA
- Justin Robertson – Full Stack Developer

What Went Wrong?

- Did we do a good job estimating our team's velocity?
Velocity estimation was slightly underestimated. Several tasks were completed ahead of schedule, indicating the team had extra capacity.
- Did we do a good job estimating the points (time required) for each user story?
Most estimates were appropriate. However, the speech recognition feature took more time due to testing and integration with third-party APIs.
- Did each team member work as scheduled?
Team participation remained strong, but delays were encountered when waiting on feedback for gamification design elements.

What Went Right?

- Dark mode and feedback submission features were implemented successfully and received positive initial feedback.
- Admin analytics dashboard was partially completed and visualizations are now functional.
- Ivan's manual testing workflow helped catch early usability issues in the feedback form.
- George's frontend improvements significantly enhanced mobile responsiveness.

How to Address the Issues in the Next Sprint?

- How to improve the process?

Incorporate mid-sprint internal demos to gather feedback earlier, especially on design-heavy features.

Add buffer time for integration testing with third-party APIs like speech recognition.

- How to improve the product?

Complete and polish analytics dashboard for admin use. Finalize gamification visuals and expand on mobile UI testing based on structured user feedback.