

Sprint Retrospective Meeting Minutes

Project: Material Atlas

Attendees: Jacob Schuster, William Duran, Owen Weng

Start time: 10:00 PM

End time: 11:00 PM

Date: 10/22/2023

What went wrong?

- Did we do a good job estimating our team's velocity?
 - The velocity of the team was good, but conflicts with school (classes, exams, etc.) slightly inhibited our ability to communicate as a team.
- Did we do a good job estimating the points (time required) for each user story?
 - We definitely could have done a better job estimating the time required for each story. Given it's the middle of the semester, we've had to focus on exams and midterms, which inhibited our ability to work on the project. We definitely should have accounted for this during the sprint planning meeting
- Did each team member work as scheduled?
 - Yes, each team member attended the daily sprints and delivered on their assigned user stories.

What went right?.

- Our communication through the daily meetings has been imperative to the success of the sprint, and so far the agile development method has proved extremely successful.
- Good progress has been made on planning the graph database schema and questionnaire form to upload materials
- Meeting with the product owner at regular intervals has helped ensure we implement the features correctly, and are prioritizing what's most important for the product at this time.

How to address the issues in the next sprint?

- How to improve the process?
 - Most of the issues with the sprint were caused by timing conflicts with school. In the future, we'll consult the school calendar during our planning meetings to better prepare and account for this.
- How to improve the product?
 - We'll continue to meet with the product owner at regular intervals, which ensures we're staying on track, and are working on the most important features at the current time.