2015-04-07 Retrospective - 6.4 - Phase - Architect & Design - Sprint 2

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Retrospective

What did we do well?

- Working in Agile as our first time.
- Team was open to agile process.
- Capturing stories (story breakdown)
- Learned a lot about agile
- Learned a lot out the tool (Jira)
- Tasks were completed on time.
- First at story points, will help establish velocity.
- Although the sprint started out rough we were able to pull it together.

What should we have done better?

- Needed to have better exit criteria.
- Need to have full team acceptance of Agile
- Too much focus on methodology and tooling, instead of the work to be done.
- Estimates weren't done well - some easier/faster than other.
- Missing the to capture Capacity - what each team member could work (hours).
- Assignment of stories/tasks was random. Mostly based on experience and who we thought should do certain tasks.
- Need to correctly break down epics into stories and tasks before we start the sprint.
- Need to determine a good of reporting to NCI and team for progress. (aside from agile board).
- Stand-ups need to include review of agile board and have team update work log prior to the standup.

Actions

- ☑ Unknown User (stanclcr2) Determine how to capture capacity
- ☑ Unknown User (stanclcr2) Establish a good way of reporting.
- ☑ Unknown User (stanclcr2), Bauer, Scott (NIH/NCI) [C], Unknown User (endlecm) to better define exit criteria.
- ☑ Unknown User (stanclcr2) to discus with NCI the support process and how things will be prioritized.
    - ☑ Sprint has a limit to a certain amount of time for support (8 hours/week). This will include JIRA items identified to be include in Sprint. If there is capacity in the sprint (support category), then we can include in current sprint. Issues/requests to be captured in JIRA so we can track and assign.
    - ☑ If critical, then Larry can over-rule and the sprint will be jeopardized.