



Sprint Retro Template

🕒 Created	@September 16, 2024 1:19 PM
🕒 Updated	@September 16, 2024 1:24 PM

Sprint Retro Template

Sprint name (Team/Year/Month/Sprint number - i.e. AI/2024/Sep/2)

Overview

Reflect on past work and identify opportunities for improvement by following the instructions for the Retrospective Play.

Date	Retro date
Team	Who participated?

Sprint Goals

- ☐ Sprint goal #1
- ☐ Sprint goal #2

Retrospective

Add your Start doing, Stop doing, and Keep doing items to the table below. We'll use these to talk about how we can improve our process going forward.

Checkpoints and decisions:

Insight	Date	Verified
A decision that was made and we are tracking it every sprint to make sure it's been fully applied	04/04/24	

Start doing	Stop doing	Keep doing

☒ Previous Action items

☐ Previous action items that we are tracking and making sure are being done

☒ Action items

New action items

☐ New action item with a clear description and owner