

SPRINT RETROSPECTIVE

INFOGRAPHICS



EVENT INFORMATION

- Scrum Event That concludes the Sprint.
- Timeboxed to a maximum of **three** hours for a one-month Sprint.
- Attends Scrum Team (MANDATORY)

EMPIRICAL PILLARS OF SCRUM

Inspect

The Scrum Team inspects how Did the Sprint go in terms of communications, collaboration, interactions, processes, tools, and their Definition of Done.

Adapt

Scrum Team identifies improvement that can make team more effective. The most impactful are addressed as soon as possible



BENEFITS

- Improve team collaboration, processes and quality
- Identification of process bottlenecks.
- Clear action points for continuous improvement.
- Increased team morale and trust.
- Enhanced team performance



SPRINT RETROSPECTIVE IS NOT

- Optional Event
- Not should be a blaming/shaming session
- Session without improvements
- Complaints and discussions unrelated to the Sprint
- People outside the Scrum Team should not attend



FORMAT

- Open discussion
- Use various facilitation techniques to brainstorm ideas and improvement actions
- Foster safe space where team members can openly share their honest and constructive feedback
- Make things Transparent to the Team



NEGLECTING SPRINT RETROSPECTIVE

- The scrum team doesn't improve how they work together
- Quality and productivity remain flat
- Lack ownership and self-managing
- Lack of idea to add/remove/improve the scrum team's processes
- Low motivation
- Inspection and adaptation moment lost



KEY STEPS OF A SPRINT RETROSPECTIVE

1. Set the Stage

- Create a safe, open environment.
- Establish the goal

2. Gather Data - Collect Team Feedback

- Look at metrics (like velocity, working item age, cycle Time, completed tasks).
- Use techniques like Start-Stop-Continue or sticky notes to collect feedback.

3. Generate Insights

- Analyze the data to uncover patterns or issues.
- Prioritize improvements. (Like Dot voting, roman vote)

4. Decide on Action Items (S.M.A.R.T. can help)

- Create actionable tasks.
- Assign owners and set timelines.

5. Close the Retrospective

- Reflect on the meeting itself.
- End with a positive note.



Sprint Retrospective