Hypercontext

Sprint Retro Meeting

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Retro meetings are a crucial part of agile meetings. This bi-weekly template will spur conversations about your past sprint.

☐ **Demo (20-30 min)**

Summary:

Next Steps:

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☐ **Product acceptance and change requests (10 min)**

Summary:

Next Steps:

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☐ **What went well? (5 min)**

Summary:

Next Steps:

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☐ **What could have gone better? (5 min)**

Summary:

Next Steps:

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☐ **Things to look out for in the future? (5 min)**

Summary:

Next Steps:

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☐ **Who deserves a shoutout? (5 min)**

Summary:

Next Steps:

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☐ **Demo day prep: What are we presenting? (5 min)**

Summary:

Next Steps:

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