

Weekly Team Meeting

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This agenda template will encourage teams to have weekly retrospectives on what went well, what could have gone better and how to improve for the following week.

🏆 **What went well?**

Summary:

Next Steps:

😞 **What could have gone better?**

Summary:

Next Steps:

🤖 **Anything feel more difficult than it should?**

Summary:

Next Steps:

🐛 **Do we have any blockers?**

Summary:

Next Steps:

🧑 **From 1-10 how was your week overall?**

Summary:

Next Steps:

🎧 **What's your song recommendation for the week?**

Summary:

Next Steps:
