Project:
Team:
Version & Date:

RETROSPECTIVE SAILBOAT

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Quick guide: The Retrospective Sailboat helps to reflect on the procedure at the end of each iteration or project and to learn something new to improve yourself (or the procedure) for the next iteration. The tool deals with four points of view: The following factors are taken into account: achievement of objectives, accelerating and inhibiting factors as well as environmental factors.

More tips & tricks for this template on book page: 243

1 Participants:

Who is taking part in the retrospective?

2 Important information:

What important information do we need?

4 Insights:

What are the most important findings?

5 Measures:

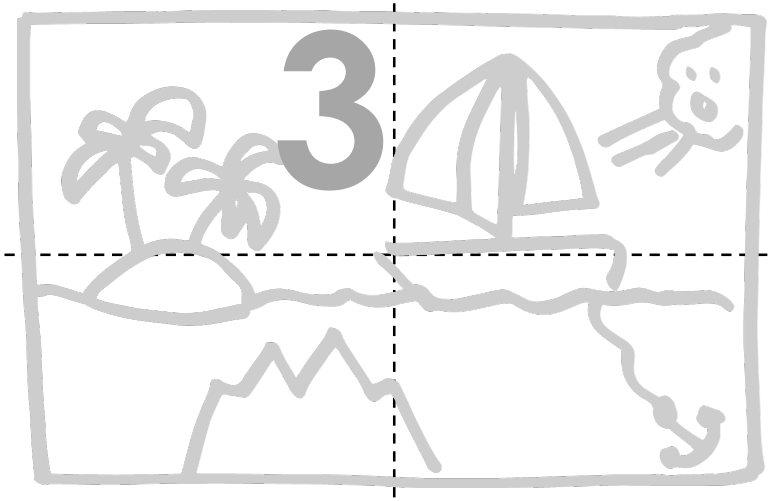
What measures can be taken?

WHAT'S THE GOAL? WHAT VISION IS BEING PURSUED?

Were the (partial) goals achieved? What is the common vision of the team (ISLAND)?

WHICH FACTORS ARE ACCELERATING THE PROJECT?

What was good? What gave us some wind at our backs (WIND)?



WHICH ENVIRONMENTAL FACTORS HAVE AN IMPACT?

What are the hazards and risks against which the team has no power (CLIFFS)?

WHICH FACTORS HAVE AN INHIBITORY CHARACTER?

What didn't go so well and slowed us down (ANCHOR)?

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