**[](https://www.smartsheet.com/try-it?trp=12151&utm_source=template-word&utm_medium=content&utm_campaign=Sample+Agile+Starfish+Retrospective+Template-word-12151&lpa=Sample+Agile+Starfish+Retrospective+Template+word+12151) Agile Starfish Retrospective Template Example**

A colorful star in different colors

Description automatically generated with medium confidence

* Encouraging open communication and collaboration among team members, fostering a supportive and innovative work environment.
* Using Agile methodologies to manage our sprints.
* Providing regular training and development to keep our skills sharp.
* Overloading team members with too many tasks, leading to burnout and reduced productivity.
* Relying solely on manual testing, which is time-consuming and prone to errors.
* Delaying code reviews until the end of the sprint, which causes bottlenecks and delays in deployment.
* Implementing automated testing to reduce manual effort and improve accuracy in software validation.
* Conducting weekly customer feedback sessions to better understand user needs and issues with our EV-charging app.
* Hosting regular cross-functional team meetings to ensure alignment between logistics and software development teams.
* Investing in R&D for innovative features and improvements in our EV-charging technology.
* Engaging with our customer base through surveys and user groups to gather more comprehensive feedback.
* Promoting team-building activities to strengthen relationships and improve overall team morale and cohesion.
* Spending excessive time in meetings without clear agendas or outcomes, which detracts from productive work hours.
* Rushing through the planning phase without adequately assessing potential risks and challenges.
* Depending on external vendors for critical components that we could develop in-house to ensure better quality and control.

**KEEP**

**DOING**

**START**

**DOING**

**STOP**

**DOING**

**LESS**

**OF**

**MORE**

**OF**

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