

## Sprint Retro Meeting

Generated by [Hypercontext.com](https://hypercontext.com)

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:

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Next Steps:

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

Summary:

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Next Steps:

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### ☐ What went well? (5 min)

Summary:

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Next Steps:

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

Summary:

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Next Steps:

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

Summary:

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Next Steps:

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

Summary:

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Next Steps:

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

Summary:

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Next Steps:

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**Want meeting notes like this with no extra work?**

With Hypercontext by Spinach, every meeting has a shared