**The Data Mine: Corporate Partners Sprint Report #2**

**Due Sunday, February 6, 2022 at 11:59 PM ET on Gradescope**

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| --- | --- |
| Student Name: |  |
| Corporate Partner Team: |  |
| Date of progress report: |  |

## Notes

* You must submit this report as a **\*PDF\* file**. Any other file extension will result in point deductions.
* Your CRP TA will be reading the sprint reports and writing a summary of them for Data Mine staff to review. If you have information that you do not want to share with your CRP TA, please email your question/concerns to datamine@purdue.edu
* **As a reminder, each sprint report is worth 10% of your grade. Every two weeks, you are earning 10% of your grade. Use this report to \*justify\* what you did so we can give you full points. This is the largest weight of the report because you should clearly explain how you spent your time the last two weeks.**

# Self-reflection

Use the space to self-reflect on the 4 categories below. **You will \*not\* be graded based on the score you give yourself (1,3, or 5) in each category (so be honest!),** however you will be graded (on completion) for writing a brief reflection on how you are doing, what you are doing well, and what and how you can improve. This self-reflection will be posted again on the last sprint report for you to reflect over your growth.

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| --- | --- | --- | --- | --- |
| Category | Below Expectation (1) | Meets Expectation (3) | Exceeds Expectation (5) | Type your score (1,3, or 5) in this column |
| Communicationvia Slack/chat platform/email/in-person | Student takes multiple days to respond or **requires reminder messages** before taking any action.  | Student **responds in a timely manner (within 1-2 business days)** to emails or messages from TA, teammates, Data Mine staff, and Corporate Partner Mentors.  | Student responds in a **very timely manner (under 1 business day)** to emails or messages from TA, teammates, Data Mine staff, and Corporate Partner Mentors. |  |
| CollaborationWorking together with teammates | Student **does not ask for help when needed or waits too long to ask for help** (i.e., right before deadlines). Student does not collaborate well with teammates or help when possible.  | Student collaborates with teammates/sub team members. Student **asks for help when needed** and/or helps others when possible. Student **is a team player** during lab and other times. | Student collaborates with teammates/sub team members. Student **serves as a sub team leader** and **goes above and beyond** to helps other students.  |  |
| ResearchContributions /deliverables towards the project | Student contributes to the project by taking on tasks that are \*assigned\* to them and may or may not complete them on time. The student takes on less tasks. The completed work is **not as expected.** | Student contributes to the project by taking on tasks willingly and completing the tasks on time. The student takes on a fair share of the work. The completed work is **acceptable (as expected).** | The student takes on more tasks (or more time consuming/difficult tasks) than most teammates and delivers on time with **excellent** quality by going above and beyond.  |  |
| Participationduring lab & team meeting | Student **missed 1 or more meetings** this week or was **more than 10 minutes late** to a meeting. Student may **not have actively participated** in conversations.  | Student **attended all four meetings** during this sprint (2 labs, 2 team meetings) and **participated in some conversations**. Student might have been called on to speak.  | Student **attended all four meetings** during this sprint (2 labs, 2 team meetings) and **actively participated** in conversations without being called on.  |  |

1. **Write a brief reflection on the categories above (~75 words) including what you are doing well, and what and how you will improve. Please be specific on your plan for growth.**

# Retrospective Summary

1. **In 200-500 words (complete sentences, no bullets), please write a short report explaining what you have contributed to the team this sprint and what you have learned. Here are some questions your report should answer:**
	* 1. **[90% of your response] Include at least three (3) things you have done for your project during this sprint and provide supporting documentation/deliverables.**
		2. **[10% of your response] What were some key areas of collaboration for you during this sprint?** Discuss how you worked with your teammates (and possibly TA and Corporate Partner Mentor(s)).

# Sprint Planning

1. **In 100 – 200 words, please briefly discuss your sprint planning ideas:**
	1. **\*What\* do you plan to accomplish for the project in the next two weeks? Please list at least two specific tasks.**
	2. **\*How\* do you plan to accomplish these tasks in the next two weeks?**

# Optional Questions

1. **[Optional if you have no questions or barriers] Have you faced any barriers to accomplishing your work? If so, what were they? Were you able to get them resolved? If not, how can The Data Mine help you?**
2. **[Optional] What other unanswered questions do you have that your TA could help answer?**