Retro Kit

+ Δ

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1 — 5 min

(Optional ice breaker activity)
Pick a warmup exercise from
the black page called Spotify
Retro Kit: Warm up

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2 — 5 min

ACTION POINTS

Follow up on action points from previous retro

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3 — 5 min

+ | **Δ**
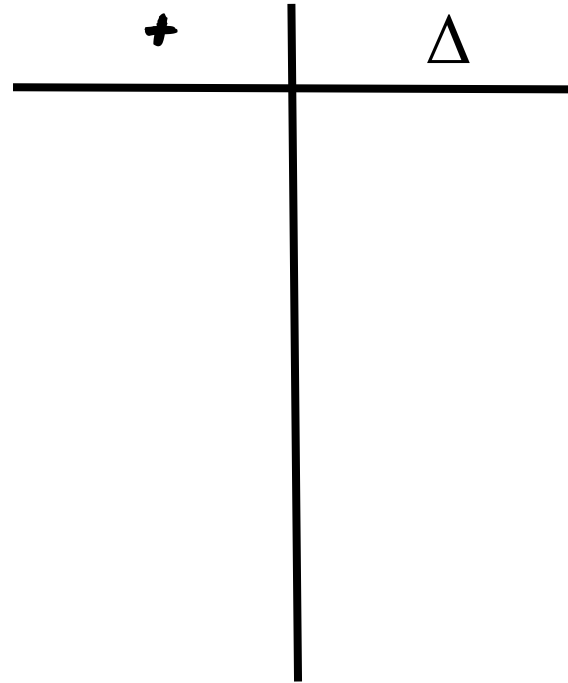
Draw the table above on a whiteboard

Explain the areas mentioned on the right

Areas
+ = Things you liked
Δ = Things to change

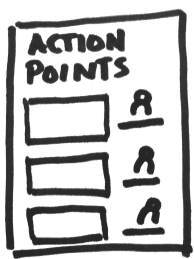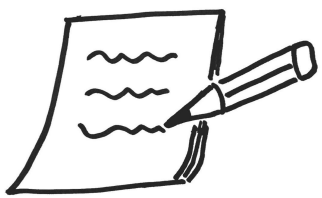**4** — 5 min

Everyone writes
post-its connected
to the areas from
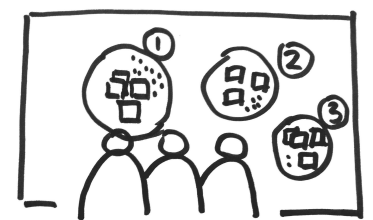the previous step

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5 — 5 min

One by one, put up post-its next to the area
they belong to and explain your thoughts

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6 — 5 min

Group topics. They can be from different
areas. Prioritise by dot voting*.

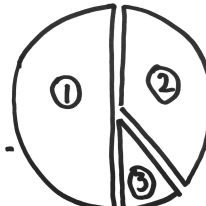**7** — 15 min

ACTIONS

Discuss topics by number of dots

Suggest action points (improvements)
and write them down

TOPICS   TIME

Suggested
timebox
per topic

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8 — 5 min

ACTION POINTS

Find an owner for
each action

Beware of taking on too much!

DONE!

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9 — 5 min

Fist to five*

"How good
was the
retro?"

"What would
make it a
five?"