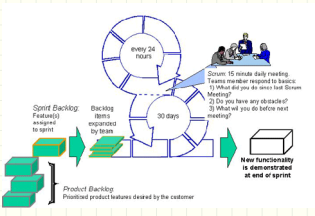


<http://www.traitwebsite.com/opinions/scrumpost> see this presentation for additional information!



Principles

- This should not add more than an hour of work for the team
- Chickens are welcome. Comments from chickens are discouraged.
- everyone must agree on the definition of COMPLETED
- no artifacts, diagrams, source code

Agenda

- Sprint goal**
- committed backlog**
 - backlog realized
 - team members can talk about what happened during the sprint, be it positive or negative
- his feelings**
 - any desired changes
 - the priority of the desired changes
 - missing (not delivered) features
- Feedback**: each stakeholder should indicate
- Sprint review meeting - 4H max**
 - the product owner, stakeholders and team discuss how the backlog should evolve
- Followed by a retrospective - 3H max**
 - What went well during the sprint
 - What went wrong during the sprint
 - What could we improve next sprint
 - other questions or exercises to refresh the retrospective
 - Writes a summary of team answers does not give any answers himself
 - helps the team to discover new ways of mastering Scrum
 - Optionally, product owner

Agile Project Management with SCRUM

02/04/2009 - Rev. 1.0

to build something that is interesting enough, and potentially shippable

to avoid writing documentation just to support thought processes

the stakeholders to keep their interest in the project, and to keep their certificate that the team is doing something important for them

Nobody can provide advice, instructions, comments, or directions to the team. The team is self-managed

The team works only on the items belonging to the sprint backlog

If the sprint appears not viable, the scrumMaster can terminate it

Time estimates must be updated daily

Sprint - 30 days

Constraints

<http://emmanuelchenus.blogspot.com/search/label/illustrations>

Attendees

- ScrumMaster**
 - Owens the process
 - Teaches the Product Owner and the Team
 - Protects the team: wolves are the various obstacles
- Product Owner**
 - Owens definition of success
 - Manages ROI through prioritization and release plan
 - "The Product Owner's focus is ROI. The Product Owner directs the project. Sprint by Sprint, to provide the greatest ROI and value to the organization."
- Team**
 - Owens the production and engineering process
 - "The Team is responsible for managing itself and has the full authority to do anything to meet the Sprint goal within the guidelines, standards, and conventions of the organization and of Scrum."

Rules:

- Pigs are committed, chickens are only involved
- If you can be fired for allowing the project to fail, you are a pig
- If you keep your job even if the project fails, you are a chicken
- no chickens allowed as observers

Product Owner selects the ideal backlog for the coming Sprint and communicates its meaning and importance to the team

Chickens may be invited to provide clarification, but they are immediately dismissed

4 hours max to present the ideal Sprint Backlog

team can ask questions, suggest things, but the Product Owner is responsible of the decisions about the scope of the Sprint

however the team is responsible for selecting "commitable" items

4 hours max for the team to decide how much it can commit

here the team must determine how to transform the sprint backlog into an "increment of potentially shippable features"

implies that everyone in the team agrees on the definition of "completed" work

code is tested, refactored, document, normalized

unit, integration, functional tests coded and passed successfully

acceptance tests written and passed successfully

desired documentation is produced

for instance, traceability matrices expected by customers (pharma industry subject to FDA regulation)

Scrum is not a "defined" process - it is empirical. The suggested lengths of time for these meetings are just a starting point. You should constantly attempt to reduce all waste (and only add new activities if they prove to add sufficient value). You should absolutely push to reduce the time that these meetings take and still achieve their objectives, no matter how long your sprints are. As you team learns to work together better and learn the product and technical domains better, your planning time overhead should continue to grow smaller. - Steven Gordon

can we have shorter meetings

3 questions

- What have you done on this project since yesterday
- What will you do till tomorrow
- What prevents you from doing your work optimally

always at the same location, same time. Must start on time

ScrumMaster + team. It is mandatory to attend

Each team member should be able to talk without being interrupted

No digressions on problems, design, gossip

Chicken can attend, but cannot interfere. They cannot talk to the team, before or after the meeting