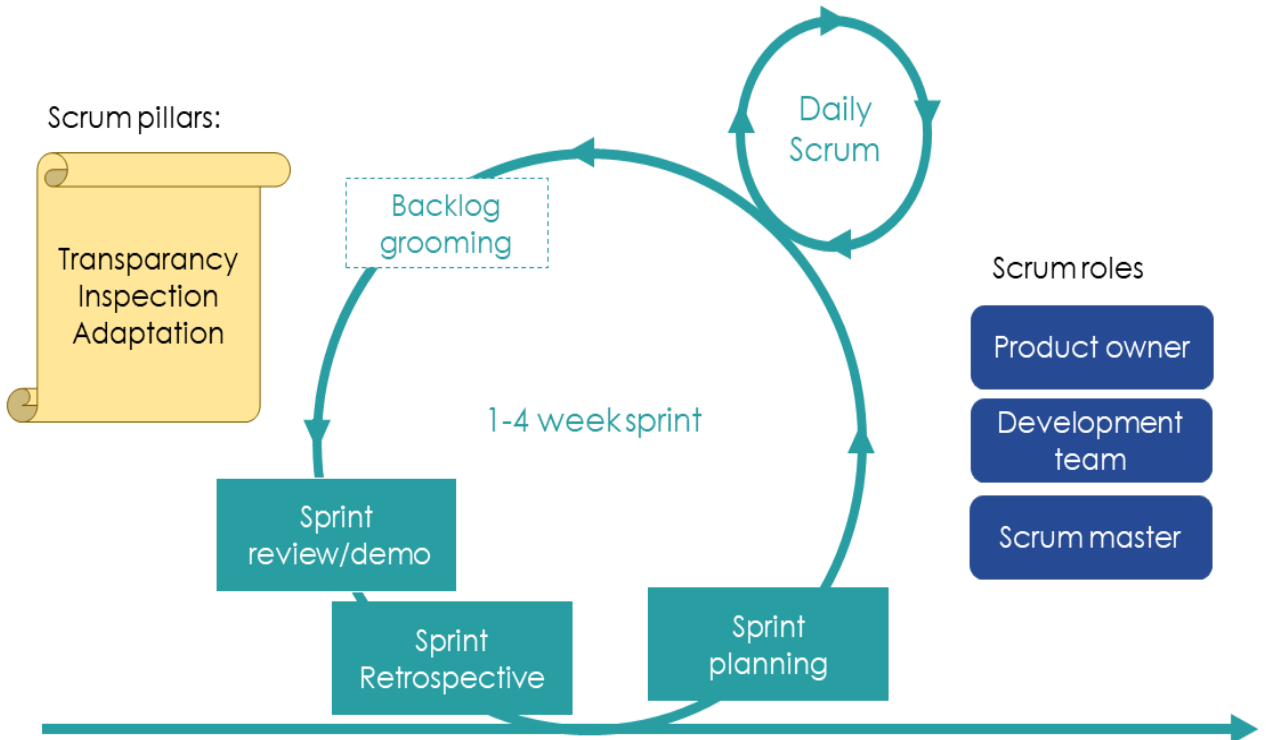


# Scrum overview

Scrum is a framework structured to support complex product development.



## Principles of scrum

The basic principles of scrum are **transparency**, **inspection** and **adaptation**: Scrum makes progress transparent through its artifacts and meetings, ensures frequent delivery through its sprints and encourages the team to learn and adapt its way of working.

Scrum is based on the **agile manifesto**:

*We are uncovering better ways of developing software by doing it and helping others do it. Through this work we have come to value*

:

***Individuals and interactions*** over processes and tools  
***Working software*** over comprehensive documentation  
***Customer collaboration*** over contract negotiation  
***Responding to change*** over following a plan

*That is, while there is value in the items on the right, we value the items on the left more.*

## Roles

**Product Owner:** The PO maximizes the value of the product being developed by organizing the product backlog. He/she decides what the development team is working on by prioritizing the work to be done.

**Scrum master:** The Scrum Master is responsible for ensuring Scrum is understood and enacted. Scrum Masters do this by ensuring that the team and the environment adhere to Scrum theory, practices, and rules. One of the tasks of the scrum master is to remove impediments for the team.

**Team:** The team consists of professionals who do the work of delivering the product. Teams organize themselves and manage their own work. There are no roles in the team: everyone is a developer and all are responsible for getting each task done.

## Meetings

**Sprint:** A sprint is a timebox of 1-4 weeks in which a complete, usable, production-ready product is delivered. This way, delivery is incrementally: each sprint a more complete product is delivered.

**Sprint planning:** This meeting happens before each sprint and contains two parts: In part 1, the team selects items from the top of the product backlog to be done and defines a sprint goal. In part 2, the development team decides how to do it. The PO may be present during part 2 but does not decide how the team should work.

**Daily scrum:** This meeting takes place every day and lasts at most 15 minutes. Each development team member explains what has been accomplished since last meeting, what will be done before next meeting and what obstacles are in the way.

**Sprint review:** During the Sprint Review, the Scrum Team and stakeholders collaborate about what was done in the Sprint.

**Sprint retrospective:** The Sprint Retrospective occurs after the Sprint Review and prior to the next Sprint Planning Meeting. The purpose of the Sprint Retrospective is to:

- Inspect how the last Sprint went with regards to people, relationships, process, and tools;
- Identify and order the major items that went well and potential improvements; and
- Create a plan for implementing improvements to the way the Scrum Team does its work.

**Backlog grooming:** Happens when needed to make stories on the product backlog ready

## Artifacts

**Product backlog:** The Product Backlog is an ordered list of everything that might be needed in the product. The Product Owner is responsible for the Product Backlog, including its content, availability, and ordering. Product Backlog items have a description, an estimate and are ordered.

**Sprint backlog:** The Sprint Backlog is the set of Product Backlog items selected for the Sprint plus a plan for delivering the product Increment and realizing the Sprint Goal.

**Definition of Done:** The “Definition of Done” is used to assess whether a product backlog item is completed at the end of the sprint. Each scrum team has its own definition of done.

**Burn down graph:** this shows how much points of backlog items are remaining.