

Greetings,

You are each Scrum Masters for the semester project. Please do some research on what that means and tailor your findings to your situation.

Here are some suggestions I have for you:

- Don't let the Product Owners be project managers and/or bully the teams
- Don't let the teams ignore the Product Owners
- Be authoritative with regards to the scrum activities (Sprint Planning, Standups, Grooming, Sprint Review, Retrospectives). You facilitate the PO/Teams participation using a Servant/Leader style
- Make the teams decide on things that are not Product Owner decisions (POs decide on business value and priority and acceptance criteria and how the product works)(Teams decide on pretty much everything else)(Scrum Master don't decide on anything; you coach/guide/encourage/support)
- Your success is reflected in how well everyone understands and follows the Scrum process and the Agile Principles
- Most developer teams (even in the professional space) are used to being told what to do and then they do it. Help them find a way to tell themselves what to do. One good way is to ask them questions like a therapist; when they ask you should we do this or that; "Which one does the team feel best represents the ideals of Agile?"
- When the team is not in a scrum activity (when they are just getting stuff done), observe and proactively seek ways to help them. If someone looks frustrated, find out why and see if there is someone or something that would help.
- Also, help the team keep track of procrastinations. As they implement things, they may put off little aspects of the story or task because they ran out of time or couldn't figure it out. These need to be captured in the product backlog so they don't get forgotten. Don't let them assume they can just take care of it next sprint (they can but first they have to move it from the current sprint and put it onto the product backlog so that they can pull it off the product backlog during sprint planning; no hidden agendas).
- There should be no work done in the sprint that is not on the sprint board/backlog and everything on the sprint board/backlog should be done in the sprint.
- I recommend that you have your paraphrased 12 agile principles and your definition of each of the sprint activities in a single file readily available to you when meeting with your teams.
- I am here to help you be successful so pull me in if you have concerns or find yourself in an uncomfortable situation, or just have a question.

If you want to switch out of the Scrum Master role, you can. Just do it at the sprint boundary and not in the middle of a sprint.

This youtuber has some good advice. I haven't watched all of these videos but I have watched enough of his stuff to believe he will not lead you astray.

<https://www.youtube.com/@VibhorChandel/search?query=scrum%20master>

Also, notice that you now know who the other scrum masters are in both sections (based on who got this email).

Tyler Burleson from SE I Fall 23 found these 3 videos:

<https://www.youtube.com/watch?v=RggQPG00RF0>

<https://www.youtube.com/watch?v=Adz-kdNB3DE>

[https://www.youtube.com/watch?v=zePbA\\_T9VJY](https://www.youtube.com/watch?v=zePbA_T9VJY)

William