Meetings in SCRUM

SCRUM, a type of methodology consists of various meetings to enhance the working flow, improve collaboration, and support continuous improvement throughout sprint cycle.

There are majorly 4 meetings in SCRUM –

1. Sprint Planning meeting
2. Daily Standup (Daily Scrum)
3. Sprint Review
4. Sprint Retrospective meeting

1. Sprint Planning Meeting :

The purpose of sprint meeting is to Establish what scrum team wants to accomplish in the sprint and evaluate time available to complete the tasks assigned.

Product Owner, Scrum master and development teams attend this meeting.

Benefits of Sprint Planning meeting
- Enable the team to align on sprint priorities before the sprint begins
- It gives everyone on the team an understanding of their responsibilities in the next sprint

2. Daily Standup (Scrum) meeting :

The daily scrum, also called the standup, is a short daily meeting designed to let the team plan out its work for the day and identify any obstacles that could impact that work.

Development team attends this call.

Benefits of Daily Standup Meetings

- It helps the team identify obstacles so they can solve them quickly
- Allows the team to make minor course corrections frequently, so they don't spend too much time going down the wrong path.

3. **Sprint Review Meeting :**

   Sprint review meetings are held at the end of each sprint. This meeting is an opportunity for team to demonstrate what you've accomplished to the product owner and other stakeholders outside of your team. Inspect the work completed during the sprint and demonstrate it.

   Scrum Team, Stakeholders attend these meetings.

4. **Sprint Retrospective Meeting :**

   It is a post-sprint discussion. The Scrum team reviews what happened during the sprint to determine what worked, what didn't work, and how they can improve the process during the next sprint. These usually Reflect on the sprint process and identify improvements.

   Scrum team attends this meeting and notes any suggestions or improvements.

   Benefits of Sprint Retrospective Meetings

- Allows the team to reflect on their work after each sprint and celebrate their successes
- It helps the team keep improving their processes