**Definition of Done of a User Story**

**We have taken the definition of done to mean a story is fully implemented into production. Within our Gitlab project we have a “Done” column for tasks that have met all criteria for being done except being implemented into master. The definition has changed little since it was first defined in week 1 as it was felt it was important to highlight the need for a written code review as part of a task being done.**

1. All functional acceptance criteria met
2. All performance acceptance criteria met
3. Code Reviewed by someone else (put review as a comment with the issue – pair programming also counts as live testing)
4. Implemented into master branch (Resolve merging issues within feature branch rather than master)
5. Passing automated tests (if appropriate)
6. Signed off by client

Points 2 and 6 were added later on to see if they improved the way of working and overall quality.

**Definition of Ready**

**We have taken the definition of ready to mean when a task is ready to enter the sprint-backlog if it’s deemed to be most-valuable for the next sprint. The Definition of ready has seen some improvements seen it’s initial inception in week 1. Mainly the need for tasks to follow INVEST criteria in particular tasks being small and independent. The team added clarification for outlining tasks, to improve team understanding of what’s expected.**

1. Clearly defined and testable acceptance criteria for functionality
2. Has performance testing criteria
3. Story points assigned using planning poker
4. Main tasks outlined (don’t tell the developer exactly how to solve the problem, leave that to them)
5. User story following the “As a <user> I want <feature> so that <value>”
6. Follows INVEST criteria. (Independent, Negotiable, Valuable, Estimable, Small, Testable)
7. The story should be understandable to a client as it’s purpose is to invite conversation with the client.
8. Has wireframe of user interface design

Point 2 was added to reflect changes to Definition of Done. Point 8 was also added later as we’d initially started by having wireframes for all stories but dropped it due to time constraints but felt that it did help guide the developer.