EXPLANATION OF 6 SCRUM ELEMENTS

Product Owner (PO)

In Scrum, the product owner is a key role and responsible for the vision of the product for example creating backlogs from user stories and dealing with stakeholders and the Scrum team. This role is kind of bridge between business and IT development.

- ➢ The product owner (PO) at first should be well trained and knows his position and tasks well. As a product owner he/she should know the customers need and a working knowledge of Agile and Scrum. The PO is responsible for creating, maintaining and editing the backlog and after communication with the customers prioritize the items according to user values and the team collaboration. Most often the backlog is checked by the PO and reprioritized the tasks after every sprint. The people who are involved in a product sometimes there might be miscommunication, the goals might be not clear as well as the responsibilities. The PO mainly clear all these confusion and help to make a clear goal for a product and understand the product requirement and divide the items according to the team quality. The PO has a clear understating of the product because he/she deals with the stakeholders. So, the PO is a kind of link between stakeholders and the development team. The development team doesn't need to waste their time for the communicating with the stakeholders because PO will do this job well. The most important thing the PO will make the final decision whether a new feature should be included or not. So, a product owner should have all the information like the business value, product details and the budgets and optimally prioritize the items and lead the product completion.

- ➢ Product owner should not be like a typical product manager who will force the team for doing the job. If there is no good user stories is written according to the product need then there will be huge confusion and misleading to the team. The backlogs should be updated according to the priority list, else the productivity or user need of the product could be down below average.

The development team

The development team in scrum are the individuals who are responsible for developing the product and creating the increment for each sprint.

- ➢ The development team are self-formed and small in size (no sub team) and consist of different expertise in each platform (balanced). The team is cross platform and the members should be expert not only in one area like development but also in testing, UI designing, analytics etc. A successful member of a team should think beyond his/her technical area and should involve highly in self-organizing and self-managing the team. Because the team is self-organized, the member of the team should be disciplined, ability to take responsibility and open to every team member for discussion. The successful implementation of the Scrum very much relies on the development

team with Strong sense of dedication and they also should be cross trained in different expertise areas.

➢ If the development team is not well-formed (lack of skill) and each member of the team don't give 100% to their work then there might be problems like couldn't match up with sprint goals. There are many development teams who are not aware of the Scrum principles that has lack of production or not have the quality that may decrease the chance of success or sometimes the development team members keep them busy by doing the unnecessary works that has low priority to the customers.

The Scrum master

The scrum master is responsible for teaching the whole team (product owner, the development team) about the principle of scrum and help to adopt with the modern technology of development.

➢ The scrum master should have enough knowledge in scrum framework and methodology, and strengths and weakness of team members. The scrum master should have the capability to be a leader to keep the team well organized and help to remove the obstacles that will affect the team. He/she should make the development environment that is productive and creative, he/she should help the product owner to understand the scrum practices on the other hand focus on individual effort and help to guide and support the team in any kind of situation, the daily scrum meeting is a challenge for a scrum master because the meeting should be not more then 15-20 minutes, often it turns into discussion with several topics.

➢ The product success is mostly dependent on scrum master, if he/she fails to guide the team in a proper scrum approach then there will be loss of money, low productivity or the worst might be downfall of the product. The scrum master is not the product manager but in some organization the scrum master often plays the role of product manager that leads failure of the product. If scrum master fails to make the team work under in same environment then it might be difficult for solving the team problems.

Product backlog

Scrum product backlog is the heart of scrum, it consist of product feature list according to the priority of each task and description of the features functionality.

➢ One backlog is only for one product. Product backlog is a never ending continuous process. The product owner is responsible for creating backlog according to the user need and prioritize the list. The higher priority item will be well described and the lower on will be described less. The big items in the backlog must be split into smaller items and there should be a progress field where the team member may update their items progress and also a field where everyone can determine the effort required to build an item. The product backlog items might be changed or removed, it will help to choose the high priority task for following sprint meeting.

- Product backlog plays a crucial role in Scrum success. The product owner as well as the scrum team should give time to manage the backlog, unless there might be failure in the product features, time management and misleading in the team also their might be uncertainty of achieving a fast and flexible flow of value delivery.

Sprint backlog

Sprint backlog is different from product backlog because here the development team will be responsible for identifying the task during following sprint.

- The development team will manage the sprint backlog but the development team will play vital role here because they will choose the high priority items from product backlog and they will complete in the next sprint. Sprint backlog is subset of product backlog and output of the product planning meeting. It's dynamic in nature because every week in sprint planning team returns with the sprint backlog and change according to the prioritize items.

- The success of every sprint will be dependent on sprint backlog. If the developer team choose more work than they could capable of doing, it sometimes lead to failure of sprint. As the sprint backlog is the real time picture for the product, it should be managed as per discipline and manner unless there might be no clear picture of the progress of the work.

Definition of Done

The Definition of Done is used when any of the activity is completed from the sprint backlog.

- The meaning of definition of Done varies from one scrum team to another, It is mainly a checklist which ensure the done products that could be deliverable. It simply implies the feature is done or not done. If the feature is done, it should also be maintain the quality of the feature. By completing the code, testing, review or the release is considered to be done. The definition of Done helps to make the burn down chart that indicates what amount of work still to be done. It helps to maintain the best quality of product, better release planning and also minimize the delay of risk.

- It is usual that the product goal might be changed according to business value that might affect the delivery of product. If the definition of done is not aligned in the sprints and backlogs then there might be risk of completing the product in time