1. **The Definition of Done (DoD):**

* Design Reviewed
* Coding is Done
* End-user document is ready
* Testing
* No defects
* Acceptance testing
* Live on production servers

1. **Definition of Ready**
2. **For a sprint:**

* Prioritized sprint backlog
* Defects, user stories and other work the team has committed to are contained in the sprint backlog
* No hidden work
* All team members have calculated their individual capacity for the sprint
* All users’ stories meet the definition of Ready.

1. **For a user story:**

* Well-defined User story
* User story acceptance criteria defined
* User story sized by the delivery team
* Scrum team accepts user experience artifacts
* Performance criteria identified
* The Person who will accept the user story is identified
* A Team is able to ‘demo’ the user story.