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Module 2 Assignment: Daily Scrum Meeting

A Scrum team works together to deliver a final product under a strict deadline. The team must also work closely together to identify problems, errors, or concerns. A daily meeting is necessary to stay on track and implement corrective action or updates to the plan. The meeting is a chance for the team to talk with the Scrum master and provide progress and feedback. With the team’s input, the Scrum Master can make changes to the plan or modify the next sprint accordingly.

To set a standard, the Scrum Master makes sure the team knows attendance is mandatory in these daily meetings. The meetings take place at the same time, same place, every day, standing up for 15 minutes. 15 minutes is not a lot of time, so every question or topic of discussion must be relevant and significant, otherwise it will be posted as a sidebar topic. As a self-organizing team, they are responsible for collaborating with each other and attend the meeting with pre-meditated topics of discussion.

There are 3 Standard questions the team may consider during the Daily Scrum:

1. What did I do yesterday to help meet the Sprint Goal?
2. What will I do today to help meet the Sprint Goal?
3. What impedes us from meeting the Sprint Goal?

Although these questions may sound elementary, they are necessary to keep the team updated and on schedule. For example, a developer will breach the team with the current code they are working on but will also take the opportunity to ask for help on a particular part of the code. It is not a weakness to ask for help; brief collaboration can save a lot of time and deliver the best product possible. We must address what impedes us from meeting the Sprint Goal. The product is only finished when the entire team is finished.

The product owner may be expected to attend every daily Scrum, but they also have an entire business to run. The product owner has the final say for the product and should attend most daily Scrums. However, if the product owner isn’t there, the team must move forward and implement their own development. If team members disagree on whether the product owner should be present at every meeting, they can discuss the matter after the daily Scrum and add the topic to a sidebar that can be discussed afterward.

The team may suggest pair programming in the daily scrum. With another team member reviewing and collaborating, we can avoid potential errors early on and save time. When pair programming, the two developers write test code, implement new code, and refactor the code without changing the program’s behavior.

Impediments not only address concerns of the project but considers outside factors. If a team member needs to leave work early that day to take care of a sick family member, this must be brought up in the daily Scrum, so everyone can adjust their schedule and stay on the same page. Even personality traits can be an impediment because it will affect team collaboration. However, if everyone is aware of the issue it can be accounted for and improved on.

The Scrum Master uses the team’s planned actions and impediments to refine it down into one singular plan. Analyzing all advantages and disadvantages mentioned by the team, the Scrum master can combine each aspect into one solid plan for the day. If the tester needs to leave early, he/she may need to alter the developer’s daily plan. If the product owner isn’t present and the team needs their feedback to progress, the Scrum Master will ultimately make the final decision to keep on schedule. Overall, daily Scrum meetings are necessary to keep the project on time, on track, and always evolving.