

## Workflow State

### Scrum Card Evaluation



HIGH

Good estimates

**Increment**  
The sum of all the Product Backlog Items completed during a Sprint and the value of the Increments of all previous Sprints. The Increment must be "Done" which means it must be in a usable condition and meet the Definition of Done.

Product Backlog Items Listed  
Value Quantified

Describes: Sprint  
scrumInc. 2.04

**Sprint Goal**  
An objective set for the Sprint that can be met through the implementation of the Product Backlog. It provides guidance on why the Increment is being built.

Objective Clear

Describes: Sprint  
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**Product Backlog**  
An ordered list of everything that is known to be needed in the product. The single source of requirements for any changes to be made to the product. The items in the Product Backlog are known as Product Backlog Items.

**Sprint**  
A time-box of one month or less during which a "Done", useable and potentially shippable Increment is created. A new Sprint starts immediately after the conclusion of the previous Sprint.

Scheduled  
Planned  
Reviewed

Started way to late

PO never present. We need more feedback.

Defer Work

Forecast  
Other Detail Captured

Describes: Sprint  
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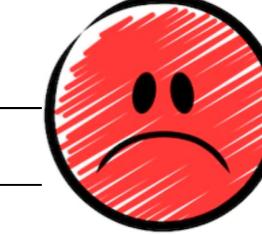
**Sprint Planning**  
Collaboratively plan the work to be performed in the Sprint and agree what will be delivered in the Sprint's Increment. A time-boxed event of no more than 8 hours for a one-month Sprint (shorter for shorter Sprints).

Product Backlog Items Ordered  
Sprint Scheduled

Coordinate Activity  
... and all other management competencies

Tasks shouldn't be assigned during sprint

Log: Forecast or beyond  
Objective Clear  
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**Sprint Backlog**  
The set of Product Backlog Items selected for the Sprint, plus a plan for delivering the Increment and realizing the Sprint Goal. It includes at least one Improvement identified at the last Sprint Retrospective. It makes visible all of the work the Development Team identifies as necessary to meet the Sprint Goal.

Forecast  
Other Detail Captured

Describes: Sprint  
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**Definition of Done**  
The quality criteria used to assess when work is complete on the product increment. Any one product or system should have a definition of done that is standard for any work done on it.

Completion Conditions Listed  
Quality Criteria and Evidence Described

Describes: Way of Working  
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**Product Owner**  
The Product Owner is responsible for maximizing the value of the product resulting from the work of the Development Team. They are the sole person responsible for managing the Product Backlog ensuring:

- The Product Backlog items are clearly expressed
- The Product Backlog is ordered, visible, transparent and clear to all
- The development team understand the Product Backlog items.

Part of: Scrum Team  
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MEDIUM

**Scrum Master**  
The Scrum Master is responsible for ensuring that Scrum is understood and enacted. They are a servant leader for the Scrum Team. Amongst other things they help:

- Facilitate Scrum events
- Remove impediments
- Promote agility
- Everyone understand Scrum
- The Product Owner effectively manage the Product Backlog
- The Development Team create high-value products

Part of: Scrum Team  
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**Scrum Pillars**  
Scrum is founded on empirical process control theory, or empiricism. Three pillars uphold every implementation of empirical process control:

- Transparency
- Inspection
- Adaptation

In turn they are the foundation of every successful Scrum implementation.

Applies to: Team and Way of Working  
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**Self Organization**  
Self-organizing teams are teams that choose how to best accomplish their work, rather than being directed by others outside the team.

For any form of complex work, self-organizing teams are proven to be more flexible, creative and productive than teams that are told how to do their work.

Team works well for producing code, but struggles to get into scrum

**Scrum Values**  
Successful use of Scrum depends on people living the five Scrum Values:

- Commitment
- Courage
- Focus
- Openness
- Respect

When these values are embodied and lived by the Scrum Team the Scrum Pillars of transparency, inspection and adaptation come to life and build trust for everyone.

Applies to: Team  
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**Product Backlog Refinement**  
The on-going process of adding detail, estimates, and order to the items in the Product Backlog. A whole team activity led by the Product Owner.

Understand the Requirements  
Stakeholder Representation  
Leadership Management  
... and all other competencies

Sprint tasks should be more descriptive and should be submitted to PO for approval

**Sprint Retrospective**  
An informal meeting, held at the end of the Sprint, to inspect the Increment and adapt the Product Backlog. A time-boxed event of no more than 4 hours for a one-month Sprint (shorter for shorter Sprints).

Product Backlog Items Ordered  
Increment: Product Backlog Items Listed or beyond

Support the Team  
Leadership Management  
... and all other competencies

**Sprint Review**  
An informal meeting, held at the end of the Sprint, to inspect the Increment and adapt the Product Backlog. A time-boxed event of no more than 4 hours for a one-month Sprint (shorter for shorter Sprints).

Product Backlog Items Ordered  
Increment: Product Backlog Items Listed or beyond

Track Progress  
Leadership Management  
... and all other competencies

We need to be more proficient with tools and all members (PO included) should be present

LOW

**Daily Scrum**  
Plan and re-plan the work for the next 24 hours to optimize team collaboration and performance. Held daily, this is 15-minute time-boxed event for the Development Team.

Sprint Planned  
Coordinate Ad  
Leadership Man  
Work: Under Control  
Sprint Backlog: Forec  
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Somewhat irrelevant to our workflow. Meetings still had regularly