**7-1 Final Project:**

**Chada Tech Sprint Review and Retrospection**

**Fred Wahab**

**CS-250**

**Overview**

As the Scrum Master, it is my responsibility to ensure that the team is adhering to the Agile values of communication and transparency. In this effort, I am writing the Sprint Review and Retrospection and am sharing it with the entire team. The goal of this is acknowledge what worked, what didn’t and determine where improvements can be made for our next sprint. Like always, feedback from all team members is not only welcomed, but encouraged.

**Scrum Team Contributions**

**Product Owner:** Our Product Owner Christy was very effective in organization and communication. She accomplished this by taking the ideas of some top end users and documented their user stories in an effective manner. This isn’t simply rewriting what they had communicated but breaking down their ideas and building them into an understandable product request. When engaging with users or stakeholders she communicated in a clear and transparent manner. The project expectations needed to be built so that everyone is aware of them and could understand them. Transparency means being honest and ensuring that all stakeholders have all the information they need to be successful in their roles. Our Product Owner was key the project’s timeliness. Keeping organized and keeping others organized goes a long way in the efficiency of the project’s timeline and the communication between development teams.

**Scrum Master:** As the Scrum Master, it was my responsibility to plan and execute events including sprints. Preparation and communication were keys for doing this effectively. Sprint Planning begins with getting the Product Owner to prep the backlogs and getting with team members to make sure that they have availability to get the sprint workload complete. Daily Scrums involved all teams, had clear expectations, and we answered the 3 main questions. For this project, I acted a communication hub that all team members could get whatever information they needed from other team members. This was effective in distributing information without interrupting workflow.

**Developers:** The Developers were the team members responsible for the build of the project. They also had a significant role in determining the value of each story so that the team could accurately measure progress on deliverables. They made themselves available to answer questions and acted as a resource for the rest of the team. When the client requested a change in direction with the project, our Developers were able to offer quick and efficient solutions without rebuilding the entire project.

**Testers:** The Testers accurately went through the user stories, translated the story into functional tests, ran the tests, then sent the results to the development team. They provided a level of quality control and ensured that any developed code was completed as defined by the product backlog. Testers also gave feedback on changes that should be considered to best serve the needs of the customer as well any adjustments to tasks to ensure that the project is completed well and timely.

**Scrum SDLC Contributions to User Stories**

The Scrum Agile Methodology was critical to the success of addressing all user stories in the back log. This was accomplished by have multiple team members working on different stories as opposed to a more linear waterfall approached. This kept the entire team productive and completing deliverables in a timely manner. Another Scrum contribution was providing a framework of open communication for the team. This allowed us to quickly react to any changes or challenges that occurred during the sprint.

**Scrum Approach to Interruptions and Changes**

As previously mentioned, our team’s commitment to Agile Scrum methodology helped us overcome challenges and changes by establishing an open and responsive line of communication throughout the entire team. One specific change requested by the client was the change in direction to a focus more on health and wellness destinations as opposed to general vacations. Our Product Owner quickly informed me (Scum Master) of the request, and I was able to get with the development team and figure out to fulfill the customer’s request without pushing the timeline out.

**Communication Examples**

When looking back at the SNHU Travel project and the practices used by the team, one that was used effectively was face to face communications. The Product Owner Christy gathered the whole team to discuss the changing needs of the client and allowed for everyone to help in determining how to best meet those needs.

Another practice that our team used effectively was daily standups. These occurs at the beginning of every workday and were limited to 15 minutes. The standup required every team member to communicate what they did yesterday, what they are going to accomplish today and what obstacles are in their way. This allowed the entire team to know what everyone is doing and how their work may or may not affect another team members work. It also exposed obstacles and allowed for anyone who may have had a solution to help which ensured progress on the project.

**Tools and Principles of Scrum**

One of the Agile project communication tools that helped our team in organizing and executing our sprint was Jira Software. This tool essentially acted as an information radiator. It is software that serves as a project hub where the status of the project and stories can be tracked, to-dos can be posted, code can be reviewed by other team members. The Jira Software ensured that the team was working within the values of Agile methodology.

**Scrum Approach Effectiveness**

One of the main challenges our team had in converting from a waterfall methodology to a Scrum Agile approach was the use of story points. Because our team had previously used time estimates as a measurement of the difficulty of a story, determining the value of our story points was an ongoing process. In the beginning, we underestimated the value of our story points which led us to get behind in productivity, but as the project went on, we refined those values and were able to give each story a proper value.

Everything considered, The Scrum approach was much more effective in setting our team up to be productive than the waterfall approach we used previously. We were able to communicate daily, a more modular approach allowed changes to happen quickly with minimal time extensions, and all team members were able to be productive with having to wait for another team member to finish their work. It is a process that I feel will continue to improve and will continue to improve our ability to provide quality products to our customers in the quickest time possible.