CEG 4912

Capstone Computer Engineering Project I

SCRUM & SPRINT Checkpoint Alpha

Winter 2025

Université d'Ottawa | University of Ottawa

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Canada's university

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CEG 4912 SCRUM and SPRINT Checkpoint Alpha

Deliverables Requirements:

1. Provide your SCRUM and SPRINT information, as indicated on slide 2 below, for each SCRUM and SPRINT Activities 1 to 4.

2. Provide WBS, having the information indicated on slide 3 below, for SCRUM and Sprint Activities 1 to 4. Here you must capture any and all changes to the WBS that might have occurred throughout SCRUM and Sprint Activities 1 to 4.

3. The SCRUM and SPRINT Checkpoint must:

   a. be stored in your GitHub repository for the project;

   b. be uploaded to the Course Portal (Brightspace) for delivery;

   c. have a file name that clearly specifies: (i) the course and term; (ii) project group; (iii) deliverable name; and (iii) date in YYYYMMDD-NN format – for example: "CEG4912_2025W_Group1_Scrum_and_Sprint_Checkpoint_Alpha_20250207-01.pptx"

   d. be delivered in PowerPoint format (PPTX); and

   e. be delivered no later than 23:59 EST on February 7th, 2025.

NOTE: This will be a very good preparation for your Midterm Deliverables.

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Roles

PO
Product Owner:
Set priorities

SM
ScrumMaster:
Manage process,
remove blocks

T
Team: Develop
product

SH
Stakeholders:
observe & advise

Key Artifacts

Product Backlog
- List of requirements & issues
- Owned by Product Owner
- Anybody can add to it

Sprint Goal
- One-sentence summary
- Declared by Product Owner

Sprint Backlog
- List of tasks
- Owned by team

Blocks List
- List of blocks & unmade decisions
- Owned by ScrumMaster

Increment
- Version of the product
- Shippable functionality (tested,

Key Meetings

Sprint Planning Meeting
- Hosted by ScrumMaster; ½-1 day
- In: Product Backlog, existing product, business & technology conditions
1. Select highest priority items in Product Backlog; declare Sprint Goal
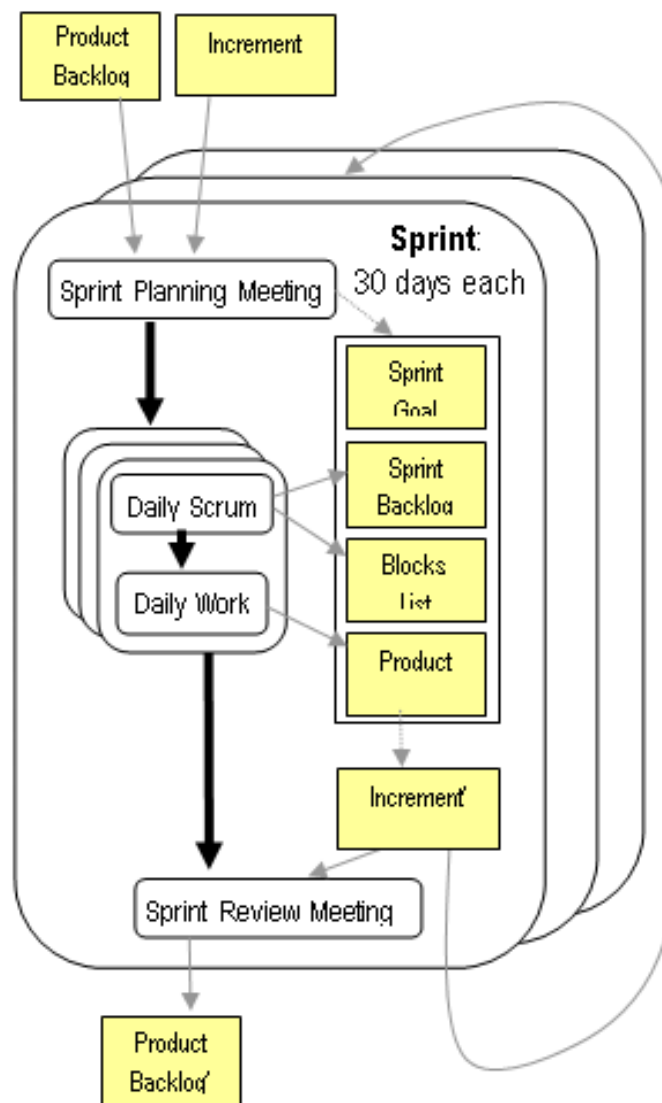2. Team turns selected items into

Daily Scrum
- Hosted by ScrumMaster
- Attended by all, but Stakeholders don't speak
- Same time every day
- Answer: 1) What did you do yesterday? 2) What will you do today? 3) What's in your way?
- Team updates Sprint Backlog;

Sprint Review Meeting
- Hosted by ScrumMaster
- Attended by all
- Informal, 4-hour, informational
- Team demos Increment
- All discuss
- Hold retrospective
- Announce next Sprint Planning

Development Process

Product Backlog

Increment

Sprint: 30 days each

Sprint Planning Meeting

Daily Scrum

Daily Work

Sprint Goal

Sprint Backlog

Blocks List

Product

Increment'

Sprint Review Meeting

Product Backlog'

Building SCRUMS & SPRINTS with WBS