

# **Scrum Theory - Summary**

- **The Scrum Guide is the definitive guide to scrum**
- **Scrum is for delivering mainly complex products, but can be used for any**
- **Scrum is a framework, does not have all the answers**
- **Empiricism is about learning from the mistakes from the past**
- **Team members must be transparent and honest**
- **A sprint is an iteration of a calendar month or less in which a product increment is delivered**
- **Setting sprint length should give enough opportunities to inspect and adapt**

# **Scrum Team Roles - Summary**

- **Scrum Team consists of Product Owner, Scrum Master and Development Team**
- **The Product Owner is responsible for maximising the value of the product and managing the backlog**
- **The Product Owner's decisions must be respected within the organization**
- **The Dev team are responsible for building the increment and self-organise**
- **The Dev team must be respected and trusted on development decisions**
- **The Scrum Master is responsible for facilitating, coaching and being a servant-leader**
- **The Scrum Master must be respected as the authority on scrum (not the people)**

# **Scrum Events - Summary**

- There are 4 formal events in Scrum. **Sprint Planning, Daily Scrum, Sprint Review, Sprint Retrospective**
- The Sprint is the heart of scrum where an increment is created
- Only the Product Owner can cancel the sprint
- All events have specific maximum lengths (see scrum guide)
- Work out development team capacity before planning
- Daily Scrum is held in the same place each day to make things easier
- The development team alone are responsible for having daily scrum
- The Scrum Master coaches them and often facilitates
- The Sprint Review allows stakeholders to collaborate with the scrum team
- The retrospective allows teams to improve continuously

# **Scrum Artifacts - Summary**

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- **The Artifacts are Product Backlog, Sprint Backlog, Increment.**
- **The artifacts increase transparency**
- **The Product backlog is a living document and should be refined and prioritised regularly**
- **Progress can be monitored in many ways such as the Sprint Burndown and Release Burndown**
- **The Sprint Backlog consists of the items (eg. stories) and a plan (eg. tasks)**
- **Only Development team can update the sprint backlog during a sprint..however...**
- **The Product owner and team should negotiate any changes during a sprint**

# **Artifact Transparency - Summary**

- **Product Backlog, Sprint Backlog and Increment should be visible to all to show progress**
- **Aids such as burn-downs aid this transparency**
- **The Product owner monitors progress towards the goal eg. release**
- **The Development team monitors progress towards the goal eg. sprint**
- **Scrum master needs to coach to ensure that all artefacts are transparent**
- **Daily Scrum is held in the same place each day to make things easier**
- **Bear in mind organization standards for definition of done**
- **Multiple Teams working on one product should mutually define the definition of done**