term project Sequence of Steps

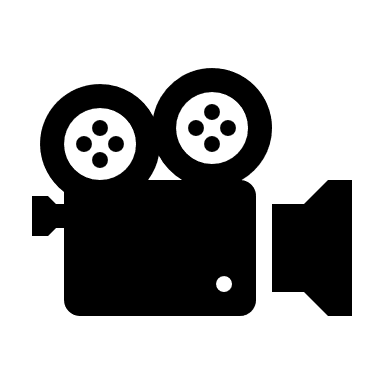
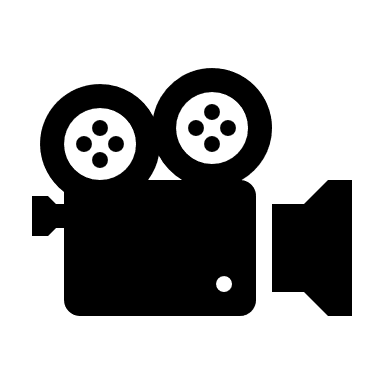
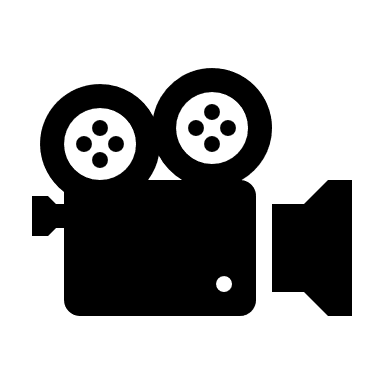
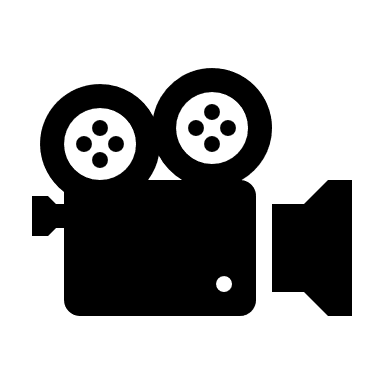
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# Sequence of Steps to complete your project successfully

1. **Get together with your team:** Gather your team members to initiate the project.
2. **Assign roles:** Allocate roles such as Scrum Master, Product Owner, Developer, and if applicable, Stakeholder to team members.
3. **Understand the project objective:** Comprehend the goals and limitations of the project based on provided features and technology constraints.
4. **Create a Project Vision Statement:** Write a short, descriptive, and motivating Project Vision Statement
5. **Create User Stories:** Write10 to 20 User Stories based on your understanding of the project (A sample User Story should have been provided to you by your professor).
6. **Prioritize User Stories:** Organize the User Stories in order of importance or necessity.
7. **Estimate User Stories:** Assign initial time or effort estimates to each User Story.
8. **Create a Release plan:** Plan multiple Sprints to complete the entire Backlog.
9. **Create a Sprint:** Plan a 2-week Sprint, as recommended, to tackle the User Stories and create a Sprint in JIRA.
10. **Discuss the Sprint Plan:** Hold a group meeting to finalize and discuss the Sprint Plan, and record the discussion.
11. **Move to Sprint Backlog:** Transfer committed User Stories to the Sprint Backlog.
12. **Start the Sprint:** Officially begin work on the Sprint.
13. **Move Stories to In-progress:** Update the status of User Stories to 'In-progress' as they are being worked on.
14. **Daily Stand-up meetings:** Daily check-ins to discuss yesterday’s achievements, today’s goals, and any obstacles, with video recordings.
15. **Log time:** Record time spent on tasks each day during the Sprint.
16. **Review Burndown Chart/Report:** This tells you how your sprint is progressing and provides hints on what sort of corrective action to take if any.
17. **Complete User Stories:** Move User Stories to 'Complete' status at the end of the Sprint or as they are finished.
18. **Complete the Sprint:** Officially end the Sprint once all planned work is completed or the time period ends.
19. **Review the Sprint Report:** This gives you a complete view of how the Sprint progressed.
20. **Sprint Review meeting:** Review the Sprint’s outcomes with your team at the end of the week or Sprint.
21. **Demonstrate and gather feedback:** Show your completed work to stakeholders and obtain their feedback, recording the session.
22. **Incorporate feedback:** Update the Backlog with the received feedback and add new User Stories if necessary.
23. **Sprint Retrospective meeting:** Discuss as a team what went well and what didn’t, and decide on potential improvements, recording this discussion.
24. **Plan the next Sprint:** Use the velocity from the previous Sprint to commit to new User Stories for the upcoming Sprint.
25. **Repeat the process:** Continue with steps 9 to 24 for each new Sprint.