

Sprint Planning

Interview Questions:

- Who joins the Sprint planning?
- What is a Sprint Backlog?
- What is Team capacity?
- What is DOR? Definition of Ready?

Sprint planning meeting

- **SM creates** a **Sprint Backlog** for the sprint
- **Confirm team capacity** of developers *& QAs
- Establish goals for your sprint.
- PO takes **the exact user stories** they will finish in a sprint from the PB to the SB.
- The entire team agrees to complete a set of user stories within a Sprint.
- **Each user story** that selected into the Sprint backlog **has to meet the team's** - Definition of Ready(**DOR**)DO criteria.

Meeting specifics:

Meeting process:

- SM creates a new sprint backlog in project management app (e.g Jira)
- Takes / pulls user stories from the Product backlog to the current Sprint backlog
- A team can finish / complete user stories based on their **team capacity & team velocity**

Attendees:

- **Scrum Master** - who helps the team to calculate the team capacity, creates Sprint Backlog, Starts sprint
- **Product Owner** - who identifies the sprint goal with the dev team
- **Development Team** - who provides the work availability, and learn the Sprint goal

Time box:

1 hour for 2 weeks sprint or 2 hours for 4 weeks sprint

When:

- **First day of each sprint**

Sprint Backlog --> List of the exact user stories / tasks need to work in a sprint

Sprint Backlog: Sprint Backlog is one of the **Scrum artifacts**

Each sprint has one Sprint backlog

Scrum team selects user stories from the Product backlog in to the Sprint backlog.

SM creates sprint backlog in sprint planning meeting.

Sprint backlog is used / maintained by Dev team and SM during the sprint.

Sprint Backlog has:

- Sprint number
- Sprint starting & ending date
- List of tasks needs to be done in the current sprint
- Total story points

Sprint 49

10 issues

27/Dec/21 7:32 AM • 07/Jan/22 6:31 PM

16

67

0

View linked pages

Updated courses row

LM

13

Bookmarks updates

GK

13

Remove calendar button from student view

AR

1

Viewing spotlight message as a student Part 2

SB

13

Programs and courses updates

QS

8

Rename the select category button

AR

3

Change program and course title to id and term fields in the Enrollments page

QS

8

Change program and course title to id and term fields in the student profile page

LM

8

Update quiz information and buttons

AR

3

Quiz issues - HTML warning message

SB

Example of Sprint backlog 1

Sprint 1

6 issues

ACTIVE

24/Jun/21 6:37 AM • 08/Jul/21 6:37 AM

RAS-2

logout from the app

RAS-3

Menu module is created on the homepage

RAS-4

update username & password to login

RAS-5

request new password

RAS-6

Register to the restaurant app

RAS-7

menu page with the food detials

Example of Sprint backlog 2

CYDEO

Team Capacity -> Dev team's total work availability in a sprint

Team capacity: The **developers** and **testers'** total work availability in a sprint.

To plan **what to work** and **how much to work** in a sprint, the team has to **identify** who is **absent** during the sprint, is there any **holidays** or not.

Team capacity may be different from sprint to sprint depending on holidays or team members' absent.

Capacity number == total story points the dev team can finish in a sprint

[Click here to view a Scrum Master's sheet for team capacity](#)

Definition of Ready (DOR) --> user stories are “ready” to be selected in to the Sprint Backlog?

- *Definition of Ready (DOR) is an **agreement** between the PO and Dev team on **if a user story is ready to be selected into the Sprint backlog.***
- *DOR agreement criteria is prepared by the **Scrum team** before starting a **project** (sprint 1).*
- *Product Owner & the Dev team creates the DOR list one time before starting a sprint, and it will be used for each user story in every sprint.*
- *The team can edit DOR list if necessary*















Sample Definition of Ready (DOR) for a user story:

- Is that User **Story defined** by PO?
- Is that User Story has at least one Acceptance Criteria (**AC**) and **defined**?
- Is that User Story's dependencies identified?
- Is that User Story **sized** by Development Team
- Is the User Story small enough to completed in this sprint?
- Who will accept the User Story is identified
- Is this User Story meets INVEST criteria?

Sprint Planning meeting summary

Input

Backlog

  RAS-1 Login to the app to launch the home page	13
  RAS-2 logout from the app	2
  RAS-3 Menu module is created on the homepage	8
  RAS-4 update username & password to login	5
  RAS-5 request new password	3
  RAS-6 Register to the restaurant app	5
  RAS-7 menu page with the food detials	3

Product Backlog

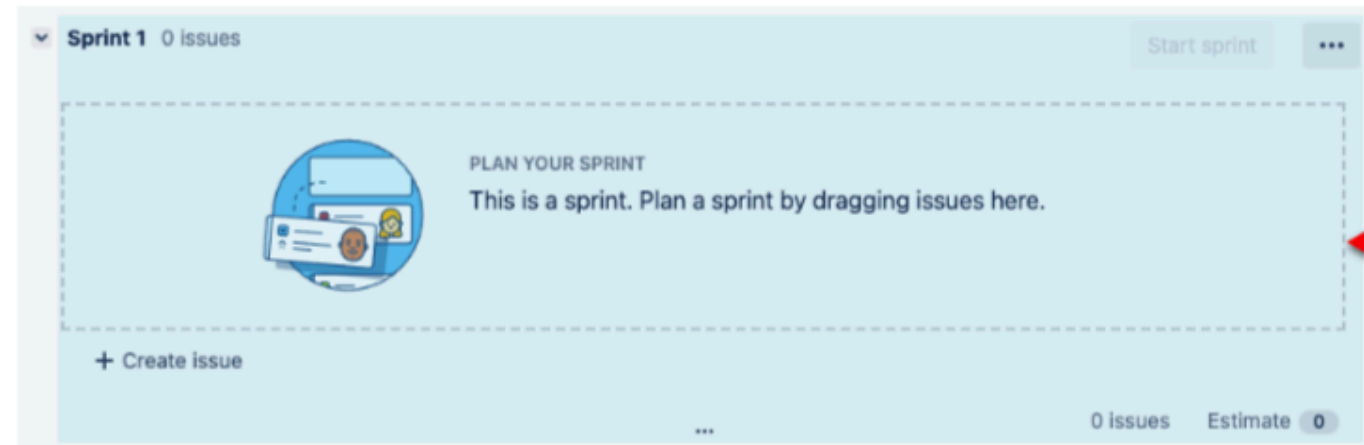
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- Is the User Story small enough to completed in this sprint?
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Definition Of Ready (DOR) List

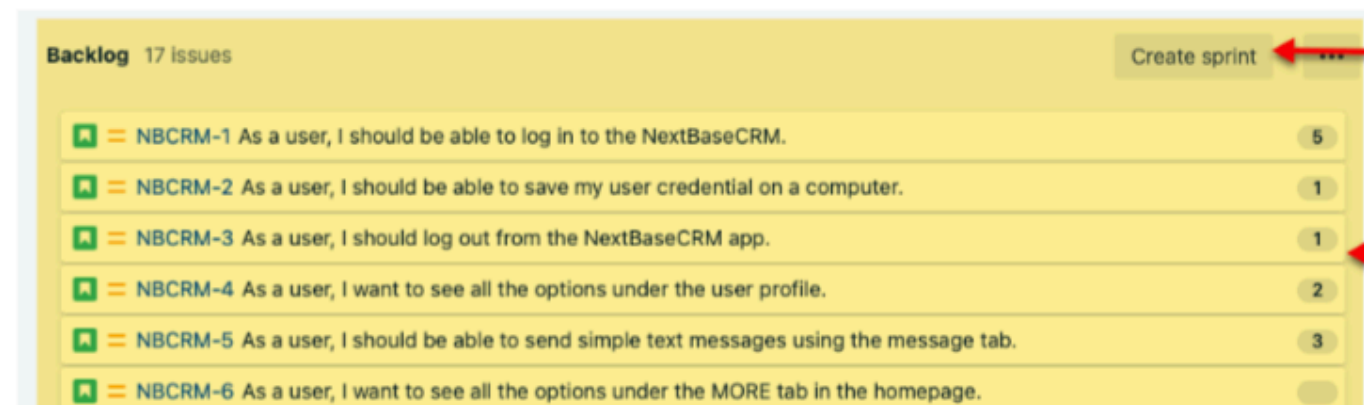
Action



SM



Sprint Backlog



For each sprint, SM click the button to create a new SB

Product Backlog

Team Member	Sprint1 03/01 -- 03/12
Vincent (Dev)	8
Rahul (Dev)	8
Aysel (Dev)	8
Jessica (QA)	8
Mustafa(QA)	7
Team Capacity	39

Team Capacity



PO

Backlog

↑ RAS-1 Login to the app to launch the home page	13
↑ RAS-2 logout from the app	2
↑ RAS-3 Menu module is created on the homepage	8
↑ RAS-4 update username & password to login	5
↑ RAS-5 request new password	3
↑ RAS-6 Register to the restaurant app	5
↑ RAS-7 menu page with the food details	3

Product Backlog

Sprint 49	0 issues	16	67	0	...
27/Dec/21 7:32 AM • 07/Jan/22 6:31 PM					
...					
Updated courses row	LM	↑	13		
Bookmarks updates	GK	↑	13		
Remove calendar button from student view	AR	↑	1		
Viewing spotlight message as a student Part 2	SB	↑	13		
Programs and courses updates	QS	↑	8		
Rename the select category button	AR	↑	3		
Change program and course title to id and term fields in the Enrollments page	QS	↑	8		
Change program and course title to id and term fields in the student profile page	LM	↑	8		
Update quiz information and buttons	AR	↑	3		
Quiz issues - HTML warning message	SB	↑			

Sprint Backlog

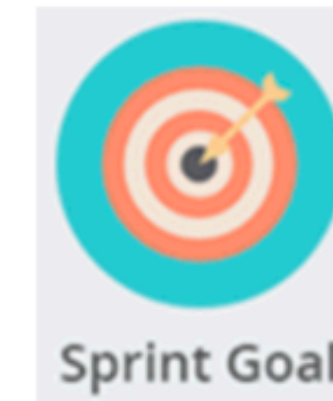
Output

▼ **Sprint 49** 10 issues
27/Dec/21 7:32 AM • 07/Jan/22 6:31 PM

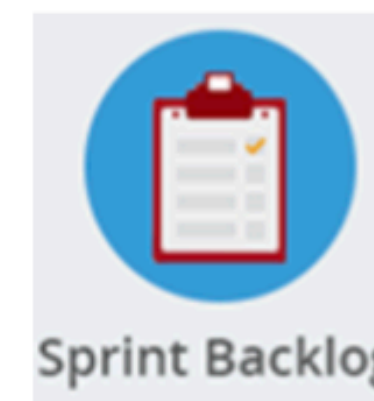
67 0 View linked pages

Updated courses row	LM	13
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Quiz issues - HTML warning message	SB	

Sprint Backlog



Sprint Goal



Sprint Backlog

1. The Sprint Backlog is listed with the exact tasks / US
2. The total stories points are planned
3. The sprint Starting and Ending date is defined