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CS 250

**Sprint Review and Retrospective**

The purpose of this paper is for me, as a Scrum Master to provide a Print Review and Retrospective. There are several phases to the agile approach and the point of this paper is to review the many steps we have taken to reach our goal. We will go over the various roles of the Scrum-agile team, how an agile approach worked with User Stories to reach completion, how a change in direction was handled, provide sample communication, evaluate organizational tools used, and finally assess the effectiveness of the Scrum-agile approach for this project.

**Review of Various Roles**

Throughout this project, there were many roles that were taken on by the team. These roles include the Scrum Master, the Product Owner, the Tester, and the Developer. Each had their own part to play in the success of this project, and each as vital as the last.

**Scrum Master**

The Scrum Master has many responsibilities. A Scrum Master is responsible for Sprint Planning, which involves meeting with stakeholders, clients, and teams to establish goals (Cobb, 2015). The Scrum Master worked as part of the team, as well as those on the outside to keep everyone on the same page and improve productivity. The Scrum Master helped set the tone and timing for a project. They ran the Daily Scrum, which is a short meeting set to keep things moving forward by finding out what is working and what is not on a project (Cobb, 2015). The Scrum Master was also responsible for the backlog refinement, which involved working with the Product Owner and team to prioritize tasks that have not been completed. Finally, the Scrum Master is responsible for the Sprint Review and Retrospective, which we are doing here. This reviews where a project sits, and the retrospective brings together owners, developers, and the Scrum Master to review a project and what has worked and what has not (Cobb, 2015).

**Product Owner**

The Product Owner of a Scrum Team is the person responsible for managing the Product Backlog (Cobb, 2015). For this project, the Product Owner was responsible for obtaining and prioritizing User Stories. They needed to meet with the users and ask questions, clarify, and document the User Stories. Then, the Product Owner organized those stories into specific tasks and order them according to value. This helps give the Scrum Team direction and definable tasks to complete.

**Product Tester**

During this project, the Product Tester was responsible for collaborating with the Product Owner to define and refine the User Stories that were obtained. Their role was to take the given User Stories and develop measurable goals with a pass/fail dynamic. They were also responsible for taking those goals and refining them based on further information obtained from the client, especially after the tone for the website shifted during production. These refined cases were then used to move forward on the project.

**Developer**

The Developer in agile is responsible for creating the tangible and usable increments in a Scrum project. In this case, the Developer made the sample website to provide to the client based off of the User Stories and revised test cases provided by the Product Owner and Product Tester. For this project, the Developer created a site with a slideshow presentation of the top five detox/wellness trips for a sample user.

**Agile and User Stories**

The agile approach was vital in this project. Regarding User Stories, during this project our Product Owner held an in-person meeting with users to obtain User Stories. There was time for users to explain what they would like to see in a travel website, and a chance for open conversation and interplay between the users to build off ideas. Once the User Stories were obtained, the information was passed to the Product Tester to develop test cases. This led to an initial sample of a listed presentation of the top five destinations by the Developer. This saw the User Stories come to life in a first presentation of the product.

**Handling a Change in Direction**

Following communication with the client, these test cases were revised as a new direction was taken in layout. The client requested a PowerPoint slide presentation as opposed to a list which resulted in revised test cases. In addition to a new layout, the client wanted to move in a different direction with the types of trips offered to focus on detox/wellness. With this new information obtained by the Product Owner, the Developer then made a new sample product of five detox/wellness trips. There was some concern from the team when such a drastic shift was proposed, as the deadlines were not pushed back. However, due to the effectiveness and adaptability of the Scrum method, the team was able to present a sample on time.

**Sample Communication**

Communication was key in completing this project. From our initial Spring Planning, Scrum meetings, use of VersionOne, emails to the client, and now the Sprint Review/Retrospective, communication has been the key to making this project work. Oppennes and communication are keys to the agile approach (Cobb, 2015). With the Scrum Master being one of the key pieces to communication between levels of involvement, to the Product Owner emailing a client directly, communication makes the pieces of the puzzle fit and allows for quicker and easier adaptation when needed. Below is a sample email that demonstrates a means of communication used during this process:

“To: Christy

Subject: User Story Clarifications

Dear Christy,

We have been looking at our test cases created by the user stories we obtained and there are a few points that could use clarification. We need to develop test cases that can be measured as pass/fail and I was hoping for your help in answering a few of the following questions.

**User Story One – Setting Price Ranges**

1. When setting the price ranges, how big should the gap be in ranges? 100$? 200$? 500$?
2. Should there be options for no low range or high range? Meaning they could set a low parameter but have the high be unlimited?
3. Should setting a price range for a trip be done per trip or saved for future searches as well?
4. Should this option be a button that opens a pop-up window or a new page?

**User Story Two – Customized Travel List**

1. Should there be a button on the main page that suggests using this feature? For example, a button that says “Show me trips I may like” or should this be on the front page when the website is accessed before the user inputs anything.
2. Should this be a list or a slideshow?
3. Should the list be made with the most similar item to previous travel at the top (or first slide)?
4. Should there be a button to sort the list (or show) by options (price low to high, high to low, distance from me, etc.)

**User Story Three – User Preferences**

1. Should the user preferences be saved for future trips or set for each search?
2. Should clicking on user preferences open a pop-up window or a new page?
3. How many preferences should we offer?
4. Should these be based on location only, or preferences such as dog-friendly, kid-friendly, waterfront, self-guided vs tours?

Thank you for your time. I look forward to your responses.

Sincerely,

Mikaela”

**Organizational Tool Evaluation and Principles**

Many of the Scrum-agile principles were used throughout this project. The one that felt the most important was collaboration. This project required collaboration with all members of our Scrum team as well as with people outside of the team, such as the client, stakeholders, and users. The principle of openness was also very important during this process. With our daily Scrum, the team was able to vocalize concerns over the timing because of the proposed changes to the project. The Product Owner was open about the timeline not changing, and the team was able to pull together a new sample product in time to present to the client. We were able, as a team, to find out what was working and where adjustments needed to be made.

The chosen communication tool for information radiating was VersionOne, which is an online tool that allows for all people vested in the product to be aware of what is going on, no matter their location. This works better than previous methods of a posted whiteboard, where someone would need to be physically present to get updates. The updates happen in real time, and tasks can be assigned and moved to production or completed virtually, which keeps everyone on the same page.

**Agile Effectiveness**

In conclusion, the agile-Scrum method worked very well for this project. One of the cons to this approach was that the direction of the project was able to be changed about halfway through the project, which led to some stress and disappointment from the team. However, the principles of openness and adaptability allowed the team to move forward and meet their deadlines. Since this was a project that started with a somewhat loose idea that needed to be developed, the Scrum-agile approach was definitely the right tactic to get the job done. In a waterfall approach, changes such as this would need to push back deadlines and result in starting basically from scratch. All in all, the team was able to come up with a viable product in a timely manner because of using the agile approach.

**References**

Cobb, Charles. (2015). *The Project Manager’s Guide to Mastering Agile: Principles and*

*Practices for an Adaptive Approach.* John Wiley & Sons: Hoboken, NJ.