

Remember: Sprint Planning addresses the following topics:

Topic One: Why is this Sprint valuable?

The Product Owner proposes how the product could increase its value and utility in the current Sprint. The whole Scrum Team then collaborates to define a Sprint Goal that communicates why the Sprint is valuable to stakeholders. The Sprint Goal must be finalized prior to the end of Sprint Planning

Topic Two: What can be Done this Sprint?

Through discussion with the Product Owner, the Developers select items from the Product Backlog to include in the current Sprint. The Scrum Team may refine these items during this process, which increases understanding and confidence. Selecting how much can be completed within a Sprint may be challenging. However, the more the Developers know about their past performance, their upcoming capacity, and their Definition of Done, the more confident they will be in their Sprint forecasts.

Topic Three: How will the chosen work get done?

For each selected Product Backlog item, the Developers plan the work necessary to create an Increment that meets the Definition of Done. This is often done by decomposing Product Backlog items into smaller work items of one day or less. How this is done is at the sole discretion of the Developers. No one else tells them how to turn Product Backlog items into Increments of value. 9 The Sprint Goal, the Product Backlog items selected for the Sprint, plus the plan for delivering them are together referred to as the Sprint Backlog. Sprint Planning is timeboxed to a maximum of eight hours for a one-month Sprint. For shorter Sprints, the event is usually shorter.

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Scrum To-do List

Grab it now ! 

- To update list of impediments from daily scrums, standups and other context
- To manage impediments across
- To make sure team members
- To make sure support is available when required
- To check up any information feeding up sprint backlog log. Work partly completed and backlogs
- To make sure team members and stakeholders are visible to team leads
- To arrange meetings and have check-ins with any new or newly team members, product owners or stakeholders

NOTE: When a team lead is unable to complete their sprint, productivity, get them solving their own issues and get them planned for the day? [Check out the Daily Scrum Checklist](#) as you can learn the steps and checklist to use in order to coordinate and communicate with your team every day! Get your [Daily Scrum Checklist now!](#)

Scrum To-do List

12 Minute Meeting
With Organize Your Team
and
Improve Your Productivity
Today!



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