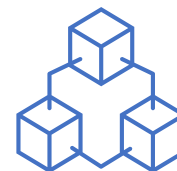QA

POWERING
POTENTIAL

THE SPRINT

OBJECTIVES

Understand what **Sprint Backlog** is

The **Doing** List

How to use the **DoD** (definition of Done) to move a feature from Doing to Done

Done List

SPRINT BACKLOG

Sprint Backlog

Is the list that contains the product features that the development team have committed complete in this Sprint. All the features are at the DoR state.
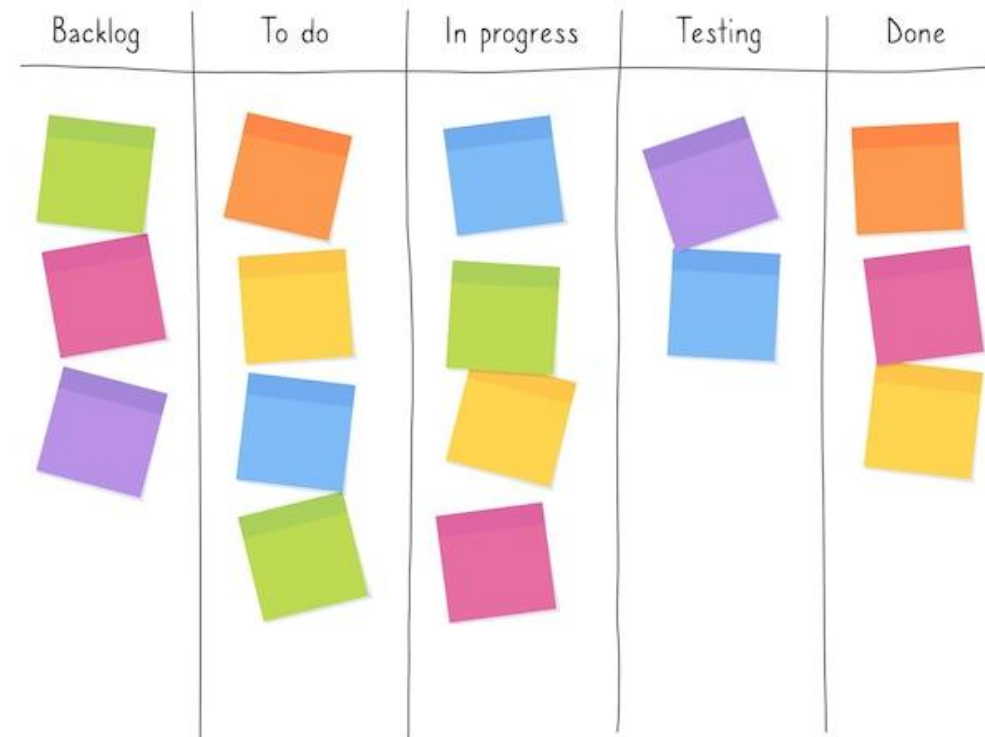
DOING LIST

Doing List

When a **developer begins work on an item** in the Sprint Backlog list **that item is moved from the Sprint Backlog to the Doing list.**

DAILY STAND UP

Daily Standup Ceremony

This is a daily 15-minute meeting held first thing in the morning. To keep conversation quick and on point, attendants must stand up during the meeting.

This is used to optimise communication across the team.

Matters discussed in Daily standup meetings

Progress on User Stories:

Discuss completed tasks, work in progress, and any impediments.

Yesterday's Achievements:

Any completed tasks, resolved issues, or any other significant achievements.

Today's Plan:

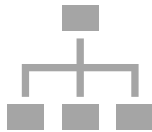Mention tasks to complete and any new work.

Impediments and Obstacles:

Identify any impediments or obstacles. The team to collaborate and escalate issues.

Matters discussed in Daily standup meetings

Collaboration Opportunities:
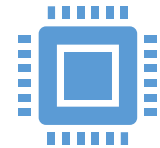
Discuss opportunities for collaboration or assistance.

Dependencies:

Discuss any dependencies between tasks or team members.

Adjustments to Sprint Backlog:

The team may make adjustments such as set priorities or add new tasks.

Availability and Capacity:

Communicate your availability and capacity for the day.

Matters discussed in Daily standup meetings

Technical Insights:

Share any technical insights or discoveries with the team.

Testing Updates:

Mention any test cases completed, ongoing testing, or issues discovered.

Continuous Integration and Deployment:

Discuss updates related to continuous integration and deployment.

Celebrate Successes:

Celebrate successes and the other team member's contributions.

Reflection on Agile Principles:

Reflect on how well the team is adhering to Agile principles.

DAILY STAND UP

During the meeting, the following points are discussed by every participant:

- What did I do **yesterday** that helped meet the sprint goal?

- What will I do **today** to help meet the sprint goal?

- Do I see any **future impediments** that prevents the team from meeting the sprint goal?

DONE LIST

Once a **developer has completed work** on the product feature in the Doing list and that **feature meets the requirement of DoD**, then **the feature is moved from the Doing List to the Done List.**

A checklist of items which could be included for a feature could include for DoD is:-

- **Unit testing** written and passed

- **Documentation** updated

- **Peer code** review completed

MORE ON DOD

How do we know something meets the definition of Done (DOD)?

The work (PBI) is developed tested

Meet all the acceptance criteria

Is deployed on the test server for further tests
Is a potentially Shippable software.

DoD is determined by the Scrum Team

Checklist

Code commented, checked in and in the current version in source control

Peer reviewed

Meets the company's development standards

Unit tested and all the tests have passed

Deployed to system test environment and has passed all the system tests

Passed UAT (user Acceptance Tests)

Has all the relevant documentation and all the docs are updated

Remaining hours is zero and task closed and shown in the burndown chart

REVIEW

You Understand

What Sprint Backlog is

When to move features to the Doing List

How to use the DoD (definition of Done) to move a feature from Doing to Done

What the Done List is

LAB

Complete Lab9

Duration 90 minutes