Source: <https://www.atlassian.com/agile/project-management/user-stories>

# How to write user stories

Consider the following when writing user stories:

* Definition of “Done” — The story is generally “done” when the user can complete the outlined task, but make sure to define what that is.
* Outline subtasks or tasks — Decide which specific steps need to be completed and who is responsible for each of them.
* User personas — For Whom? If there are multiple end users, consider making multiple stories.
* Ordered Steps — Write a story for each step in a larger process.
* Listen to feedback — Talk to your users and capture the problem or need in their words. No need to guess at stories when you can source them from your customers.
* Time — Time is a touchy subject. Many development teams avoid discussions of time altogether, relying instead on their estimation frameworks. Since stories should be completable in one sprint, stories that might take weeks or months to complete should be broken up into smaller stories or should be considered their own epic.

Once the user stories are clearly defined, make sure they are visible for the entire team.

# User story template and examples

User stories are often expressed in a simple sentence, structured as follows:

“As a [**persona**], I [**want to**], [**so that**].”

Breaking this down:

* "As a [persona]": Who are we building this for? We’re not just after a job title, we’re after the persona of the person. Max. Our team should have a shared understanding of who Max is. We’ve hopefully interviewed plenty of Max’s. We understand how that person works, how they think and what they feel. We have empathy for Max.
* “Wants to”: Here we’re describing their intent — not the features they use. What is it they’re actually trying to achieve? This statement should be implementation free — if you’re describing any part of the UI and not what the user goal is you're missing the point.
* “So that”: how does their immediate desire to do something this fit into their bigger picture? What’s the overall benefit they’re trying to achieve? What is the big problem that needs solving?

**For example, user stories might look like:**

As Max, I want to invite my friends, so we can enjoy this service together.

As Sascha, I want to organize my work, so I can feel more in control.

As a manager, I want to be able to understand my colleagues' progress, so I can better report our sucess and failures.

This structure is not required, but it is helpful for defining done. When that persona can capture their desired value, then the story is complete. We encourage teams to define their own structure, and then to stick to it.