Task 3: Role Assignment and Ceremonies in Scrum

# Role Assignments

Describe what are the responsibilities of each role.

## Product Owner

* Role Description: The voice of the customer
* Role Responsibilities: Maximizes the value of the product backlog, creating and communicating product backlog items, prioritizes features and products and stories according to the market value, accepts or rejects the work, decides what is desired in the release after consulting all the stakeholders.

## Scrum Master

* Role Description: The Agile coach
* Role Responsibilities: Is a Change Agent - Gathers support from everyone to make sure that change is accepted, Is a Coach – Train, mentor and make the team speak the same language, Is a Protector – Protects the team from the outside interferences ,Is a Problem Solver – Works with stakeholders to escalate / resolve impediments so that the team achieve the sprint goal, Is a Process Owner – Teach Scrum to everyone and ensure that the right things are done the right way, Is a true leader who serve the Scrum Team and the larger organization

## Development Team

* Role Description:
* Role Responsibilities: A cross functional and self-managing team, Empowered and autonomous, creating a plan for the Sprint, the Sprint Backlog; Instilling quality by adhering to a Definition of Done; Adapting their plan each day toward the Sprint Goal; and, Holding each other accountable as professionals.

# Ceremonies

Describe who needs to attend, when does the event happen, is it a recurring event, how long does it take and what is the purpose.

## Sprint Planning

* Participants: Scrum Master, Product Owner, Team
* At what time: 7:00 am
* Frequency: First Wednesday
* How Long: 2 hours
* Purpose: Team selects refined and ready user stories

## Daily stand-up

* Participants: Scrum Master, Product Owner, Team
* At what time: 8:00 am
* Frequency: Daily
* How Long:15 mins
* Purpose: POD will sync up with each other on the progress on the projects

## Sprint Review

* Participants: Scrum Master, Product Owner, Team, Product Owners, Architects
* At what time: 2 PM
* Frequency: Last Tuesday
* How Long: 1 hour
* Purpose: Team comes together to understand areas of success and improvement and take action

## Sprint Retrospective

* Participants: Scrum Master, Product Owners, Product Owner managers, release managers Team
* At what time: 1 PM
* Frequency: Last Tuesday (Once in a sprint)
* How Long: 2 hour
* Purpose: