

Scrum Framework Cheat Sheet

Roles:

- **Scrum Master:** Facilitates the Scrum process, removes impediments, and ensures the team adheres to Scrum principles. Acts as a servant-leader, guiding the team towards self-organization and continuous improvement.
- **Product Owner:** Represents the stakeholders, defines the product vision, prioritizes the product backlog, and accepts/rejects work results. Acts as the voice of the customer and provides clarity on requirements.
- **Development Team:** Self-organizing and cross-functional group responsible for delivering increments of potentially shippable product at the end of each Sprint. Collaboratively works to achieve Sprint goals and continually improves their processes.

Responsibilities:

- **Scrum Master:** Facilitate Scrum events, coach the team on Scrum practices, and shield them from external distractions. Encourage collaboration and transparency within the team.
- **Product Owner:** Define and prioritize product backlog items based on value and ROI, provide clarity on requirements through user stories, and make decisions about product features. Maximize the value of the product by ensuring the team focuses on high-priority work.
- **Development Team:** Collaboratively work to deliver increments of product, self-organize to determine how to best achieve Sprint goals, and continually improve their processes through inspection and adaptation.

Artifacts:

- **Product Backlog:** Prioritized list of all desired work on the project, maintained by the Product Owner. Contains user stories, bugs, technical work, and other tasks necessary to deliver the product.
- **Sprint Backlog:** Subset of items from the product backlog selected for the Sprint, owned by the Development Team. Contains the work committed to during Sprint Planning and serves as a plan for achieving the Sprint goal.
- **Increment:** Sum of all the product backlog items completed during a Sprint, potentially shippable and usable. Represents a step towards the product vision and provides value to stakeholders.

Ceremonies:

- **Sprint Planning:** Collaboratively plan the work to be performed during the Sprint.
- **Daily Standup:** Short daily meeting where the Development Team syncs on progress, plans for the day, and identifies any impediments.
- **Sprint Review:** Demo of the increment to stakeholders, gathering feedback, and adapting the product backlog as necessary.
- **Sprint Retrospective:** Reflection on the past Sprint to identify improvements, celebrate successes, and discuss areas for growth.

Example Sprint Task List For Community Event App

1. Implement user registration functionality, including email verification and password encryption.
2. Design and develop event creation form with fields for location, date, time, description, and image upload.
3. Create database schema for storing event data, including tables for events, users, RSVPs, and feedback.
4. Develop event browsing feature with filters for location, date, category, and keyword search. Implement pagination for large result sets.
5. Implement notification system for event reminders, including push notifications and email reminders.
6. Design and integrate social sharing feature for events, allowing users to share events on social media platforms.
7. Develop user feedback and rating system for events and organizers, including star ratings and written reviews.
8. Test and debug event creation, browsing, and notification features on multiple devices and screen sizes.
9. Finalize UI/UX design for mobile app screens, ensuring consistency and usability across the app.
10. Conduct user acceptance testing to gather feedback and iterate on features based on user preferences and behaviours.