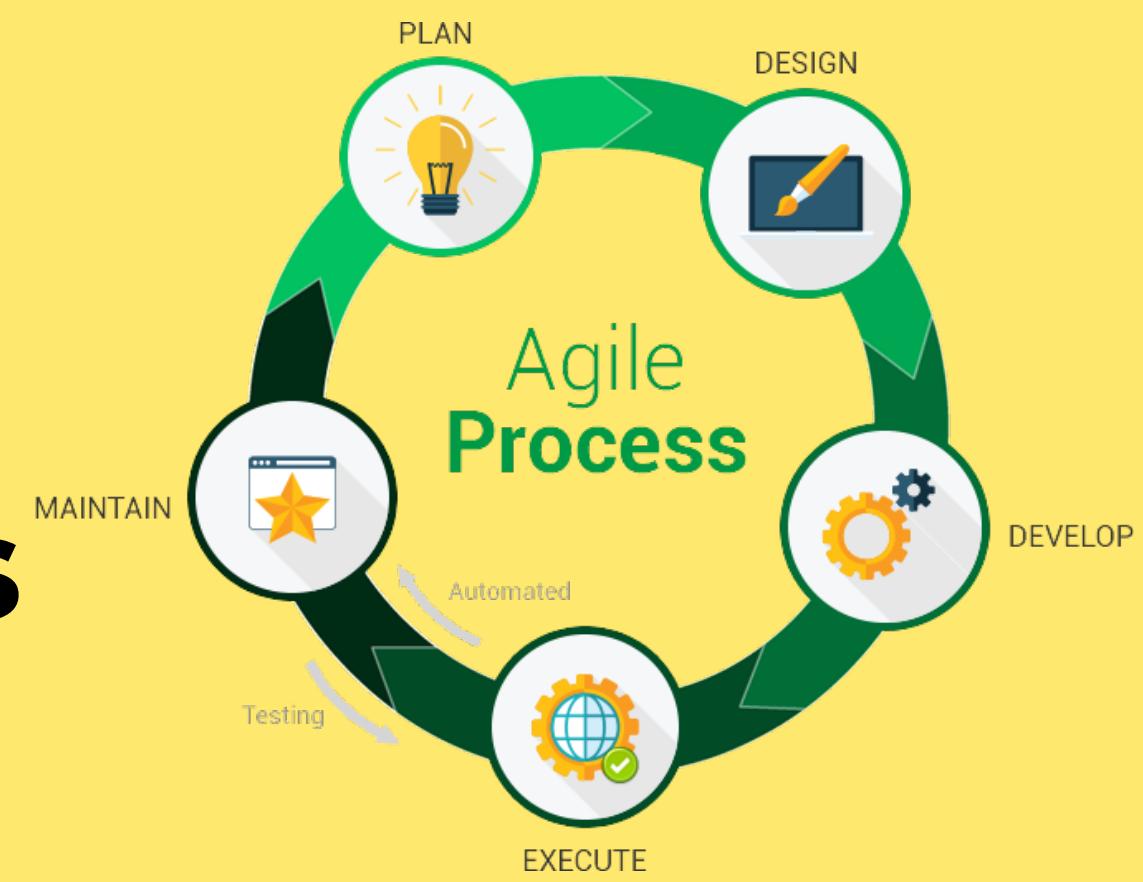


Agile Terminology Handbook

The Ultimate Guide
to Agile
Methodology Terms
and Glossaries



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Acceptance Criteria

01

A set of **specific and measurable requirements** that must be met in order for a product or service to be considered **acceptable** to the customer or user.

02

Acceptance Test

A test that **verifies** that a product or service meets the acceptance criteria and is ready for release.

Agile Manifesto

03

A set of guiding principles for Agile software development, focusing on delivering value to the customer, working collaboratively, and being open to change.

04

Agile Marketing

A methodology for marketing that emphasizes flexibility, rapid experimentation, and continuous improvement.

Agile Mindset

05

A **way of thinking** that values collaboration, adaptability, and continuous improvement in the pursuit of **delivering value to the customer**.

06

Agile Principle

A fundamental concept or belief that guides Agile software development and product delivery.



Agile Release Train

07

A collection of teams that work together to deliver a set of features or capabilities in a coordinated and collaborative manner.

08

Agile Software Development

A methodology for software development that emphasizes flexibility, collaboration, and continuous improvement.

Agile Transformation

09

The **process of adopting Agile** practices and principles in an organization.

10

Backlog

A list of items, such as **features** or **user stories**, that are prioritized and planned for development in a product.

Bottleneck

11

A point in a process or system where the **flow of work** is restricted or **slowed down**.

Backlog Grooming

12

The process of reviewing and refining the backlog to ensure that it is up-to-date, relevant, and aligned with the goals of the product. In 2013, grooming was changed into refinement. The Product Backlog is refined rather than groomed. Refer “Backlog Refinement”.

13

Backlog Refinement

The process of reviewing and updating the backlog to ensure that it is up-to-date and aligned with the goals of the product.

Burndown Chart

14

A graphical representation of the amount of work remaining in a sprint or project over time.

15

Burnup Chart

A graphical representation of the amount of work completed in a sprint or project over time.

Code Review

16

The process of reviewing and evaluating code to ensure that it meets quality and design standards.

Collaborative Development

17

A method of software development that **emphasizes teamwork and communication** among developers, stakeholders, and customers.

18 Continuous Integration (CI)

A software development practice that **emphasizes frequent and automated integration of code changes** into a shared repository.

Continuous Improvement

19

A process of continually assessing and improving processes and products to deliver value to the customer.

20

Daily Scrum

A daily meeting in Scrum where the team discusses progress, plans, and any obstacles that need to be addressed.

Definition of Done (DoD)

21

A set of criteria that must be met in order for a product or service to be considered complete and ready for release.

22 DSDM (Dynamic Systems Development Method)

An Agile methodology that focuses on delivering value to the customer through rapid, iterative development.

Epics

23

A type of user story that represents a large, complex feature or capability.

24

Event-Driven Development

A method of software development that **emphasizes responsiveness** to external events or triggers.

Feature-Driven Development

25

A method of software development that **emphasizes delivering small, incremental features** and capabilities to the customer.

26

Gantt Chart

A graphical representation of a project schedule that shows the **start and end dates of tasks** and milestones.

Increment

27

A working version of a product that is developed and delivered in small, incremental stages.

28

Impediment

Any **obstacle or barrier** that prevents a team from making progress on a task or feature.

Iteration

29

A **set period of time**, such as a sprint, during which a team works on a specific set of tasks or features.

Iteration Planning

30

The process of **planning** and **organizing work** for an iteration or sprint.

31

Kanban

A **methodology** for managing **work** and **workflow**, emphasizing visualizing work, limiting work in progress, and making process policies explicit.

Kanban Board

32

A visual tool used in Kanban to represent the flow of work through different stages of a process.

33

Lean

A methodology that emphasizes eliminating waste, maximizing value, and continuously improving processes to deliver value to the customer.

Lean Startup

34

A methodology that **emphasizes rapid experimentation and learning** to validate and improve product ideas.

35

Minimum Viable Product (MVP)

A product or service that has the **minimum set of features and capabilities** needed to be released to customers for testing and feedback.

Product Backlog

36

A **prioritized list of features, user stories**, and other items that are planned for development in a product.

37

Product Manager

A person responsible for the overall strategy and success of a product.

Product Owner

38

A person responsible for representing the needs and priorities of the customer and stakeholders in a product development process.

39

Refactoring

The process of reviewing and improving existing code to make it more efficient, maintainable, and scalable.

Release Plan

40

A plan for delivering a product or service to customers, including the features, capabilities, and release date.

41

Retrospective

A meeting held at the end of a sprint or project to review and reflect on the process, successes, and areas for improvement.

Retrospective Action Items

42

Specific actions or tasks that are identified during a retrospective and assigned to team members for improvement.

43

Scaled Agile Framework

A framework for **scaling Agile practices and principles** to large, complex projects and programs.

Scrum

44

A framework for Agile software development that emphasizes **teamwork**, **collaboration**, and **iterative development**.

45

Scrumban

A hybrid methodology that combines elements of Scrum and Kanban to manage work and workflow.

Scrum Board

46

A visual tool used in Scrum to represent the flow of work through different stages of a sprint.

47

Scrum Master

A person responsible for facilitating and **coaching the Scrum team** in following the Scrum framework.

Scrum Meeting

48

A **regular meeting in Scrum**, such as the daily Scrum, sprint planning, sprint review, or sprint retrospective.

49

Scrum of Scrums

A meeting where representatives from multiple Scrum teams come together to share information and coordinate efforts.

Scrum Team

50

A cross-functional team of individuals who work together to deliver a product or service using the Scrum framework.

51

Sprint

A **set period of time**, usually 2-4 weeks, during which a Scrum team works on a specific set of tasks or features.

Sprint Goal

52

A **clear and specific goal** that the Scrum team sets for themselves to achieve during a sprint.

53

Sprint Planning

A **meeting held at the beginning of a sprint** where the Scrum team plans and organizes the work they will complete during the sprint.

Sprint Review

54

A meeting held at the end of a sprint where the Scrum team demonstrates the work they completed during the sprint and receives feedback from stakeholders.

55

Stakeholder

A person or group who has an **interest or stake** in the success of a project or product.

Story Points

56

A way of measuring the **relative complexity** and **effort** required for a user story or task.

57

Task Board

A visual tool used to track the **progress** of tasks or user stories through different stages of a process.

Timebox

58

A set period of time during which a specific task or activity must be completed.

59

User Acceptance Testing (UAT)

Testing done by the end-user or customer to ensure that the product or service meets their needs and requirements.

User Story

60

A short, **simple description** of a feature or capability that a user needs or wants in a product.

61

Value Stream Mapping

A **visual representation** of the flow of work and value through a process or system.

Velocity

62

A measure of the **amount of work** that a team can complete in a given period of time.

Work Item

63

A **specific task or item of work** that needs to be completed, such as a user story or bug fix.

64

XP (Extreme Programming)

A methodology for Agile software development that **emphasizes rapid feedback**, pair programming, and test-driven development.

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