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**Daily Scrum Reflection**

What is the daily scrum? It is an activity occurring every day, ideally at the same time every day to maintain simplicity. Its primary purpose is to inspect progress toward the sprint goal and adapt the plan as needed (Sutherland & Schwaber, 2020). It is time boxed to a maximum of 15 minutes- just long enough to be transparent about the work being performed but short enough to utilize daily.

**Format and Effective Practices of a Daily Scrum**

A clear format is important for daily scrum. There are key questions that can be used to frame a daily scrum meeting to ensure a measure of progress.

* What did I do yesterday to help meet sprint goal?
* What will I do today to help meet sprint goal?
* What impedes from meeting sprint goal?

According to the Daily Scrum Meeting video given, the scrum master facilitates the meeting by asking questions about what's going on, ensuring the team remains on the meeting's agenda, keeping tabs on the day's tasks and blockers, answering any questions the team members may have and guiding team members.

In my understanding, the scrum master does this by ensuring all the team's concerns are addressed. Even though not on the meeting agenda, the scrum master creates a sidebar to address arising issues.

However, I think she could brief the team ahead of time on certain matters, e.g. absence of some team members from meetings.

**Benefits of a Daily Scrum**

* Ability to identify and address blockers quickly. By discussing impediments openly, the team can collaborate to resolve issues before they escalate, ensuring that the sprint stays on track (Rubin, 2020).
* It fosters continuous improvement as it addresses any arising issues.

In conclusion, the Daily Scrum is an important practice that helps the team to deliver value consistently by addressing changes promptly. It helps the team to succeed in fast-paced environments.

**REFERENCES**

Rubin, K. S. (2020). Essential Scrum. *A practical guide to the most popular Agile process* .

Sutherland, J., & Schwaber, K. (2020). The Scrum Guide. *The Definitive Guide to Scrum: The Rules of the Game* , 14.