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Journal - Scrum Master

My first task as Scrum Master would be to plan out the various events that happen during the Scrum, starting with the Sprint Planning meeting. This meeting will take place within 8 hours, and at its conclusion, the Sprint will begin immediately. During this meeting, we will determine how long we want a Sprint to last, which will be based on how often we wish to receive feedback from our client. Typical sprint time is about a month; this will build in some ‘relax’ time as a buffer, in the event certain impediments take longer to resolve than we anticipate. We’ll also explore the objective of our product owner, what dependencies the development team has on other teams, what they are capable of on their own, and any special skills that may be required to complete this particular project. The whole team will inspect the product backlog, and we’ll adapt a sprint backlog that supports our sprint goal.

During the Sprint, we will meet every day for a time-boxed fifteen minutes to communicate our accomplishments from the previous day. We’ll discuss what we hope to accomplish today, and we will lay out any impediments that we see on the horizon. This Daily Scrum will be a way for the development team to maintain open communication with one another, and to team up for pair programming sessions later on to work on common problems. These meetings will be mandatory and device-less so as to minimize distractions.

Once the Sprint has finished, we will conduct a Sprint Review; this meeting will see stakeholders and the full Scrum Team working together, inspecting the increment that was just completed and looking ahead at the future Sprint using market insight and data. The Development Team will report what was challenging, and what they learned from overcoming these challenges, and the product backlog will be refined. During this meeting, all members present will work together to determine what the next features to be released will be.

Finally, a Sprint Retrospective will be planned for the development team. This final meeting will help the team determine their ideal working style, and to come up with potential improvements to that style. Any plans to implement new ideas and improvements will also be discussed here; while any modifications and improvements to how the team works together can be implemented at any time, this meeting will provide a formal platform for the development team to focus on these things sans distractions.

Citations

Kasturi, R. (2017, June 30). *The importance of Daily Scrum*. Agile Kingdom. http://agilekingdom.com/the-importance-of-the-daily-scrum/.

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