**Importance of the Daily Scrum Reflection**

Daily scrum meetings are a way to get collaborative feedback from different roles throughout the development team and is a standard part of the agile development process. These meetings tend to be short and last around fifteen minutes.

***What are the key questions that can be used to frame a Daily Scrum meeting? How do they help the team achieve their goals?***

During these meetings team members are offered the opportunity to ask questions such as, what did I accomplish yesterday? This question will allow the team to be informed of what work or tasks were done on the day prior. Another question that could be asked is, what will I accomplish today? This question helps the team understand what your current goals for the day are and what you wish to accomplish. Lastly, a question that could help highlight any issues could be, Are there any impediments? Which will give the team a chance to share any issues that could delay or impact the project. Not all impediments are the same, some can be easy to resolve while others take more time and effort to resolve.

***How does the Scrum Master help facilitate the Daily Scrum throughout the video? Consider both the Scrum master’s own updates and times when she responded to team members.***

The scrum master ensures that the meeting starts and ends on time, they also ensure that everyone on the team has a chance to participate, it is essential for collaborative feedback. They are also responsible for helping the team identify any impediments that would cause any delays.

***What things did the Scrum Master do effectively? How could she improve?***

The scrum master was organized and efficient, they made sure that the meeting started and ended on time and adhered to relevant topics regarding the project. They also encouraged participation from everyone, even those who were late. They were attentive and determined to find blockers or impediments that could derail the team from their proactive tasks. One way the Scrum Master could have improved overall team morale would be to ask more open-ended questions, this would lead to the sharing of more information and ideas that could overall impact collaboration in a positive manner. They could’ve also maybe provided incentives for all the hard work, such as a longer lunch, treats, raffles, or even gift cards.