Definition of Ready

➢ The user story should be written in an easy and clear manner so that all team members can understand.
➢ Each user story should be estimated
➢ The written user story should be reviewed by the project owner.
➢ The tools needed for the user story implementation should be available.
➢ Each user story should be small enough to be completed in a single sprint
➢ Each user story should be testable and can be demonstrated to the stakeholders.
➢ Acceptance criteria for each user story should be stated

Definition of Done

➢ The software should be tested and reviewed
➢ All the acceptance criteria should have been met
➢ The code should be documented by code comments and user manuals
➢ The product should be published to the production environment and operate as expected.
➢ The team conducts a retrospective and defines the issues that they faced during the past sprint and state the point of improvement.