Sprint Review Guide

Attendees: The Scrum Team, including shared resources, and Stakeholders

Duration: 1–4 hours, depending on Sprint length

Frequency: Once per Sprint, usually on the last day of the Sprint; it's the next-to-last event in the Sprint

Objective: Collaboratively inspect the Product Increment and adapt the Product Backlog

Structure:

The Sprint Review is meant to be an informal collaboration on the current Product Increment and to collectively update the Product Backlog with information from the Stakeholders that may influence the Backlog contents.

Topics covered:

- PO provides an overview of the Sprint Goal and the PBIs that were selected.

- Development Team demonstrates the Product Increment and answers questions.

- PO shares the Product Backlog and the projection of completion based on current progress.

- PO facilitates open discussion with the Stakeholders, capturing feedback and outside information that may help the Scrum Team.

- PO adds appropriate feedback into the Backlog.

The Scrum Master ensures the event takes place and is well-facilitated. Scrum Master also ensures the timebox is adhered to.