

June 2021

- Sprint planning meeting
- Sprint backlog
- Team capacity
- Team velocity
- User story's INVEST criteria
- Definition of Ready (DOR)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3 Sprint 33 Sprint Planning	4	5
6	7	8	9	10	11	12
13	14 Grooming for S 34	15	16 Demo Retro	17 Sprint 34 Sprint Planning	18	19
20	21	22	23	24	25	26
27	28 Grooming for S 35	29	30 Demo Retro			

Sprint planning meeting

- **What can be Done this Sprint?** Scrum team identify the **exact user stories** they will finish in a sprint.
- The entire team agrees to complete a set of user stories within a Sprint.

Meeting specifics:

Meeting process:

- **SM creates a new sprint backlog** in project management app (e.g Jira)
- Takes / **pulls** user **stories** from the Product backlog to the current Sprint backlog
- A team can finish / complete user stories based on their **team capacity & team velocity**

Attendees:

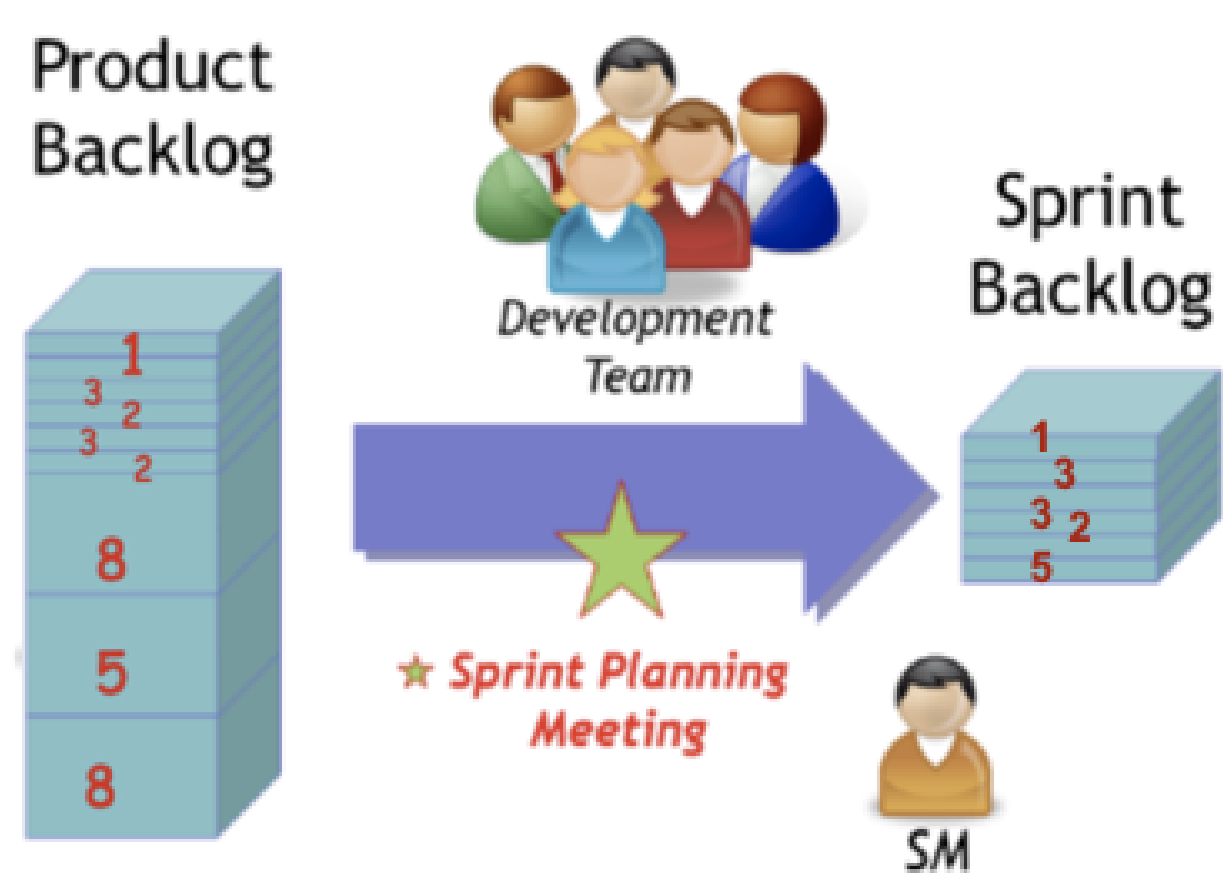
- **Scrum Master** - who facilitates the meeting
- **Product Owner** - who identifies the sprint goal with the dev team
- **Development Team** - who works on the user stories

Time box:

1 hours for 2 weeks sprint or 2 hours for 4 weeks sprint

When:

- First day of each sprint



Sprint Backlog

Sprint Backlog: Selected user stories for current sprint are stored in the Sprint backlog.

SM creates sprint backlog in sprint planning meeting.
Sprint backlog is used / maintained by Dev team and SM during the sprint.
Sprint Backlog is one of the Scrum artifacts

Sprint Backlog has:

- Sprint number
- Sprint starting / ending date
- List of tasks needs to be done in the current sprint
- Total story points

▼ **Sprint 1** 6 issues **ACTIVE**

24/Jun/21 6:37 AM • 08/Jul/21 6:37 AM

- 📌 ↑ **RAS-2** logout from the app
- 📌 ↑ **RAS-3** Menu module is created on the homepage
- 📌 ↑ **RAS-4** update username & password to login
- 📌 ↑ **RAS-5** request new password
- 📌 ↑ **RAS-6** Register to the restaurant app
- 📌 ↑ **RAS-7** menu page with the food details

Team Capacity -> Dev team's total work availability in a sprint

Team capacity is developers and testers' total work availability in a sprint.

Team capacity might be different due to many reasons like : illness, vocation, etc.

E.g:

Rahul (dev) - available to work 8 days

John (dev) - available to work 8 days

Mike (dev) - available to work 8 days

Ayse (QA) - available to work 8 days

Vincent (QA) - available to work 8 days

total availability == Capacity is 5 8 = 40*

Team Velocity -> The actual story points that completed in a sprint



Sprint 1 's velocity is 33

Sprint 2 's velocity is 48

Sprint 3 's velocity is 38

Sprint 4 's velocity is 39

4 sprint's Total velocity -> 33+48+38+39 = 158

*so, this team's **average velocity** is: 158 / 4 = **39.5** (39 or 40)*

Average velocity enables the team to predict the amount of work the team can get done in future sprints.

Definition of Ready (DOR) --> user stories are “ready” to be selected in to the Sprint Backlog?

- **Definition of Ready (DOR)** is an **agreement** between the PO and Dev team on if a user story is ready to be included into the Sprint backlog.
- **DOR agreement criteria** is prepared by the Scrum team.

Sample Definition of Ready (DOR):

- User Story meets **INVEST** Criteria
- User **Story** defined by PO
- User Story Acceptance Criteria (**AC**) defined
- User Story dependencies identified
- User Story **sized** by Development Team
- Performance criteria identified, where appropriate
- Scalability criteria identified, where appropriate
- Security criteria identified, where appropriate
- Person who will accept the User Story is identified
- Team has a good idea what it will mean to Demo the User Story

Story INVEST criteria:

- I**ndependent: Standalone PBI with no dependencies.
- N**egotiable: It can be changed in anytime.
- V**aluable: Having a good value for the end user.
- E**stimable: The team is able to estimate its size.
- S**mall: Small enough to be developed and tested.
- T**estable: Testing is possible from AC and DOD.