

Pointers on running Scrum Project

1. **(Just enough documents)** Find a suitable Agile Project Management Tool – Jira, Azure Devops, Trello
 - Avoid using too many different standalone tools
 - Do not use the tools for the sake of it.
 - You are not awarded extra marks for using tools, but we do consider for those that are able to plan and track their project effectively.
 - It will be useful to start and stay with one tool rather than migrating it 1/2way through your project.
2. **(Collaboration)** Determine your group communication channels, meeting frequency and roles.
 - This will help you in keeping your tasks and deliverables consistent
 - The key to Scrum project is communication, so the commitment of the team members to the time allocated and contributed is very much appreciated.
3. **(Consistency- Many small measurable achievement)** Start early, plan a lot and deliver consistently
 - This project is different as the deliverables are build on each other
 - Those teams that evolve their documents and deliverables tend to have more peace of mind in preparing for the final presentation
 - Those teams that start early in doing the sprint find it easier to spread their work and have “easier time” to present their work
 - We look at the process and how complex or comprehensive your final system is.