# CS-250 2-5 Assignment: Journal: Scrum Master

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Executing the various Scrum events will take careful consideration to drive the development to success. In order to achieve this, I will use the following methods for Sprint Planning, Daily Scrums, Backlog Refinement, Sprint Review, and Sprint Retrospective.

For Sprint Planning it is necessary to plan at the start of each sprint. The Product Owner in this example will try to prioritize the backlog items and the teams will select the tasks in the backlog. This would help define a clear goal and to have the team align with the objectives for the sprint. This can create realistic goals and ensure the members of the team understand the responsibilities of the tasks they are assigned with.

For Daily Scrum meetings will need to be held at the same time each day for 15 minutes or weekly 15 minute long product update meetings. Team members who were assigned specific tasks can give updates on the status of their tasks. By doing this they can achieve the three important questions, “What did I do yesterday”, “What will I do today”, and “Are there any issues or obstructions from achieving the task”. By doing this it will give the rest of the team members a glimpse of progress and if any adjustments to the spring need to be made. By doing this it will help the other team members to better understand the progress of the sprint. By keeping the Daily Scrum meetings consistent will create a schedule for the team to follow.

For Backlog Refinement it is important to focus on selected intervals where the team review the overall status and address any backlog items with the Product Owner. This can ensure the backlog is up to date and to keep the team informed on any future tasks. By prioritizing the backlog, it can give the team an estimate on what tasks need to be completed before the next Sprint.

For Sprint Review this is to be completed at the end of each Sprint cycle. The team will discuss the completed work with the team and stakeholders who will then provide feedback. This will allow other team members and take holders to give any input in case any re-alignment is needed of the project’s goals. During this phase a demonstration of the product may be encouraged to help with any open feedback or documentation needed for any future Sprints.

For Sprint Retrospective this is to be done after the Sprint Review and to reflect on the successes and challenges during the development process. Examples such as development cost, number of bugs that were generated, support cost on the product, and more. By doing this the team can help identify what went well and what could be improved in future iterations of the product. To help drive success for this team members will need to be comfortable explaining any shortcomings with the team to help create action items for improvement. Honesty is key and open communication is necessary between all members of the team.

By following this can help the team remain aligned on the goal and respond to any changes when necessary. This can help deliver a product more effectively and by keeping communication open and focused with the team on any short-term goals can align everyone with the goal of the product. By following the four keys of success consistency, preparation, engagement, and continuous feedback will create a very agile team that is prepared to work on the most difficult of tasks.

**Citations**

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