



Day in the life of an agile business analyst



Time	Activity	
8 A.M	Get to the office and head to the daily standup meeting. Listen to the development team share progress and barriers. Share your barriers and progress on things that impact the sprint. Listen for the team's understanding of value to the user and how the details of things they are working on impact the detailed user experience.	
8.15 A.M	Based on the standup meeting, prepare for the day by thinking about what will provide the most value (for users) today	
8.30 A.M	Review and test midsprint stories. Give feedback to the	

	team.	
9 A.M	Work with the product owner to plan the backlog refining session for the following week.	
10 A.M.	Work on refining user stories and acceptance criteria for the upcoming sprints. Review priorities, review personas, and analyze the story map for gaps.	
11 A.M	Review stories submitted by other team members for value. Determine if they should be added to the backlog. If appropriate, place the stories in the backlog and review them with the product owner.	
1 P.M	Prep for tomorrow's story writing session with the team. Work with the product owner on the team's inputs.	
1.30 P.M	Meet with the development team to talk about the story currently in progress. Discuss context, acceptance criteria, and minimum viable product (MVP) in relationship to the story	
2 P.M	Test the latest updates from the development team regarding the story feedback given earlier in the day. Provide more feedback to the team and update the acceptance criteria if needed.	
3 P.M	Attend an estimating session to provide context and MVP information for storyestimating	