

## PRACTICES USED BY SCRUM TEAMS FOR PLANNING THEIR SPRINTS

- There are many practices that many Scrum teams used during Sprint Planning
- They are
  - ✓ User Stories
  - ✓ Story points & Project Velocity
  - ✓ Burndown Charts

### 1. USER STORIES

#### ➤ What is it?

- It is a simple tool which is more effective and description of a specific way that explains how the user will use the particular software.
- Common structure of a User story

<p><u>Title</u></p> <p><u>As a &lt;user type&gt;,</u></p> <p><u>I want to &lt;action taken by the user&gt;,</u></p> <p><u>So that &lt;action that is needed/ requested by the user&gt;</u></p>
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#### ➤ 3 Key components of a good user story

1. **Who** : Who requires it?  
**What** : What is required?  
**Why** : Why it is required?

#### 2. Acceptance Criteria / Condition of Satisfaction

- ✓ Clarifies the end user that in which situation the story will be fulfilled.
- ✓ It provides a clear understanding.
- ✓ Clients understands what to expect from the project.
- ✓ Lesser chances of miscommunication.

- ✓ Common Structure of acceptance criteria

Scenario
Given (Initial Condition)
When (Event occur)
Then (Expected outcome)

### 3. Supporting Models

- ✓ Supporting documents of analysis models like screen mock ups, data models.
- ✓ Provides more context, more background, and more information to the development team as well as to the testing team.

#### ➤ Advantages

- **User stories help in delivering value to the customer**  
Talk about the immediate customer needs, because of this features implemented and delivered the highest value.
- **Enable a project to be quickly adjustable**  
Since user story helps in having more feature one by one it becomes easier for developing team to choose new direction if it is required.
- **User stories increase the collaboration of end user**  
More explanation from the end user to clearly understand the story.

## 2. Story Points & Velocity

### Story Points

#### ➤ What is it?

- Unit of measure for expressing the estimate of overall effort that will required to fully implement a product backlog item or any other piece of work.
- When assigning a story point, we assign a point value to each item.
- Stories can be categorized in different relative sizes, based on 5 factors.
  - ✓ Complexity
  - ✓ Business value
  - ✓ Risks
  - ✓ Amount of work
  - ✓ Dependencies

#### ➤ Advantages

- ✓ Story Points are simple
- ✓ Help the project team find exactly what does a story means
- ✓ Flexible for developers
- ✓ They help the team members to become genuine on their project work
- ✓ It ease the process of estimation even for the novice developer

## Velocity

### ➤ What is it?

- The amount of work done by the team from a given amount of time.

### ➤ Why

- It gives Predictability / Capacity Planning
- All the stakeholders are involved in the entire process.
  - ✓ **External stakeholder:** What they can expect from scrum team
  - ✓ **Product Owner:** How much he can assign to his team
  - ✓ **Scrum Master:** How much he can plan for his team
  - ✓ **Team:** How much they can accept as a team in terms of work

### ➤ How

- Factors that affect the velocity of the team
  - ✓ **People**
    - No of people is proportional to the velocity of the team work
    - If the team is skilful, they can perform better much more work or story point in given sprint.
    - Availability: During the holidays, long vacations the velocity of the team decreases.
  - ✓ **Process**
    - Constant changing prioritization: if the prioritization of the user story constantly changes during the sprint it affects the velocity.
  - ✓ **Role**
    - Many organization thinks that scrum master is not a compulsory role. In these situations following factors affect the velocity of the project team.
      - a) **Multitasking:** Doing many tasks by one or some people can reduce the velocity of the work.
      - b) **Interruptions** from the outside world.
      - c) **Team dynamics** are not been taken care of because there is no dedicated scrum masters within the team

## 3. Burndown Charts

### ➤ What is it?

- ✓ It is a tool which is used to graphically represent the amount of remaining work that is to be done for the completion of a sprint.

### ➤ Why it has been chosen?

- ✓ **Simple**
  - It is not complicated
  - Makes the progress communication easy, fast and effective.

- ✓ **Track the amount of work remained**
  - Future efforts can be planned easily.
- ✓ **Ideal efforts**
  - Idea regarding ideal rate of effort can be obtained.
- ✓ **Measurability**
  - Helps the team to measure their performances and to take necessary actions at the correct time.

➤ **Common structure of Burn down chart**

