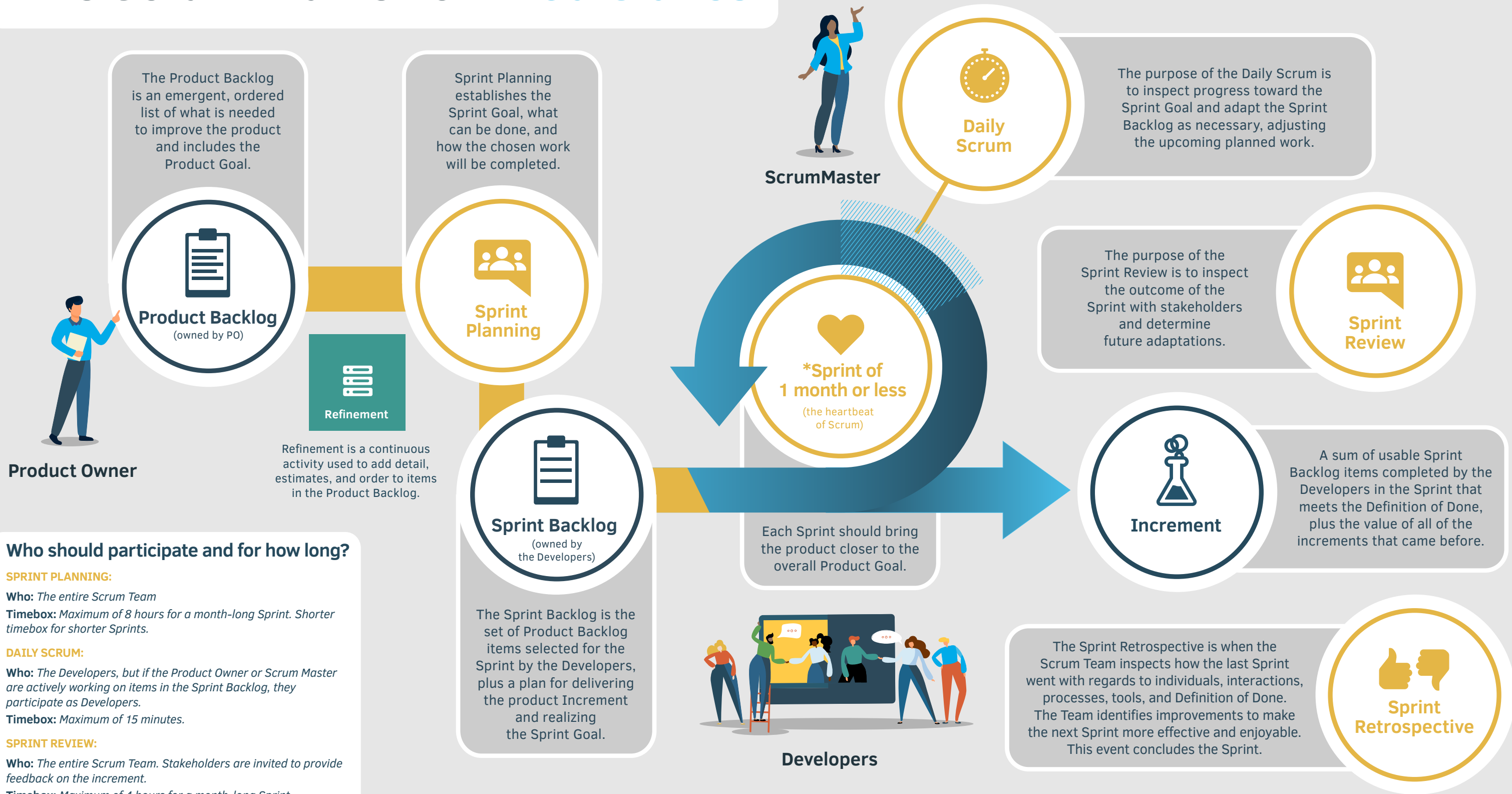# The Scrum Framework At a Glance

The Product Backlog is an emergent, ordered list of what is needed to improve the product and includes the Product Goal.

Sprint Planning establishes the Sprint Goal, what can be done, and how the chosen work will be completed.

The purpose of the Daily Scrum is to inspect progress toward the Sprint Goal and adapt the Sprint Backlog as necessary, adjusting the upcoming planned work.

**ScrumMaster**

**Daily Scrum**

**Product Backlog**
(owned by PO)

**Sprint Planning**

**Refinement**

Refinement is a continuous activity used to add detail, estimates, and order to items in the Product Backlog.

**Product Owner**

***Sprint of 1 month or less**
(the heartbeat of Scrum)

The purpose of the Sprint Review is to inspect the outcome of the Sprint with stakeholders and determine future adaptations.

**Sprint Review**

**Sprint Backlog**
(owned by the Developers)

The Sprint Backlog is the set of Product Backlog items selected for the Sprint by the Developers, plus a plan for delivering the product Increment and realizing the Sprint Goal.

Each Sprint should bring the product closer to the overall Product Goal.

**Increment**

A sum of usable Sprint Backlog items completed by the Developers in the Sprint that meets the Definition of Done, plus the value of all of the increments that came before.

**Developers**

## Who should participate and for how long?

**SPRINT PLANNING:**
Who: *The entire Scrum Team*
Timebox: *Maximum of 8 hours for a month-long Sprint. Shorter timebox for shorter Sprints.*

**DAILY SCRUM:**
Who: *The Developers, but if the Product Owner or Scrum Master are actively working on items in the Sprint Backlog, they participate as Developers.*
Timebox: *Maximum of 15 minutes.*

**SPRINT REVIEW:**
Who: *The entire Scrum Team. Stakeholders are invited to provide feedback on the increment.*
Timebox: *Maximum of 4 hours for a month-long Sprint. Shorter timebox for shorter Sprints.*

**SPRINT RETROSPECTIVE:**
Who: *The entire Scrum Team.*
Timebox: *Maximum of 3 hours meeting for a month-long Sprint. Shorter timebox for shorter Sprints.*

The Sprint Retrospective is when the Scrum Team inspects how the last Sprint went with regards to individuals, interactions, processes, tools, and Definition of Done. The Team identifies improvements to make the next Sprint more effective and enjoyable. This event concludes the Sprint.

**Sprint Retrospective**

**Scrum Alliance®**

○ = Scrum artifacts that help manage the work
○ = Events or ceremonies that occur inside each Sprint
■ = Ongoing activity