

Group Project Submission Guidance:

- Each team contain 5-6 team member.
- Each team should define a project based on their expertise and experience.
- Each team has three roles including Scrum Master, Product Owner, and Developers.
- The team should have all the skillsets that are needed to complete the project.
- All projects have 5 sprints and each sprint will takes two weeks.
- The final deliverable must be submitted through Blackboard at the end of sprint 5.
- After passing one week from the sprint start, scrum masters will present the progress report that will include:
 1. Current sprint progress.
 2. Whole project progress.
 3. Project updated plan.
 4. Change requests.
 5. Risks.
 6. Issues.
 7. Recovery plans.
- After passing two weeks from the sprint start, product owners will present; which will cover:
 1. Current sprint deliverables.
 2. Updated project backlog.
 3. Next sprint backlog.
 4. Minute of meetings for sprint review and sprint retrospective.
- Teams can use different reporting techniques like Kanban, Burn-down charts, burn-up charts, EVM and... (Usually, Kanban is recommended but not always).
- Every week, all teams should send their presentation in only one office file before the class. (ppt is preferred)
- All teams must be ready for their presentation prior to the time and use flash memory for transferring the data (No Laptops).
- The title of all submission emails should start with team numbers for example:
Team2-Sprint2deliverables.
- The name of all submitted files should start by T (team number), for example:
T2-Sprint1-progress report.

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graph LR; A[End of previous Sprint and Start the current Sprint] --> B[Week One (Scrum Master Presentation)]; B --> C[Week Two (Product Owner Presentation)];
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End of previous
Sprint and Start
the current Sprint

Week One (Scrum
Master
Presentation)

Week Two
(Product Owner
Presentation)