

Definition of Done (DoD)

definition of Done and Acceptance Criteria being commonly confused on teams. Acceptance Criteria applies to a specific work item while a Definition of Done applies to the Increment, which is usually a collection of work items. The DoD tells us when the Increment can truly be considered “done”. such as passing of user acceptance testing (UAT), completion of system integration, and production installation in a DoD.

Sample Definition of Done

- Code produced (all ‘to do’ items in code completed).
- Code commented, checked in and run against current version in source control.
- Deployed to system test environment and passed system tests
- Any build / deployment / configuration changes are implemented / documented / communicated.

Definition of Ready (DoR)

Teams add definition, acceptance criteria and effort (perhaps hours or effort points or #NoEstimates). The team then sets expectations that work cannot be pulled into the Sprint unless it has all the mentioned fields completed so that work does not begin until there is a clear definition of expectations. A Definition of Ready keeps teams from starting work without first having a conversation and learning the customer’s expectations.

Sample Definition of Ready (DoR)

- Performance criteria identified, where appropriate
- Scalability criteria identified, where appropriate
- Security criteria identified, where appropriate