**product backlog:** it is a**list of the new features, changes to existing features, bug fixes, infrastructure changes, or other activities that a team may deliver to achieve a specific outcome.**

Product backlog is comprehensive list of items for the entire project.

The Product Backlog collects all tasks of the project that have to be finished to achieve the target product.

A diagram of a user story

Description automatically generated

**Sprint:**

**Essentially, a sprint is a set amount of time that a development team has to complete a specific amount of work.**

An Agile project will be broken down into a certain number of sprints, each sprint lasting for a fixed duration of time. Usually, each sprint runs for 2–4 weeks.

### Sprint Workflow:  **Sprint Planning Meeting,** Daily **Stand-Up Meetings**, Implementation Phase, sprint reviews

**Sprint backlog:**

Sprint backlog is the subset of the product backlog that represents the work that the development team commits to complete a during a specific print, usually lasting 2-4 weeks.

The sprint backlog is created during the sprint planning meeting, which typically occurs at the beginning of each sprint.

**Sprint retrospective:**

A sprint retrospective is a meeting held at the end of each sprint in Agile methodology, where the development team reflects on their processes, identifies what went well and what could be improved, and discusses any changes or experiments to try in the next sprint**.**

The Sprint Retrospective concludes the Sprint. It is timeboxed to a maximum of three hours for a one-month Sprint. For shorter Sprints, the event is usually shorter.

During the Sprint Retrospective, the team discusses:

* What went well in the Sprint?
* What could be improved?
* What will we commit to improve in the next Sprint?

**Product owner:**

In an agile organization, the product owner is responsible for [prioritizing](https://www.productplan.com/product-management-frameworks/) and overseeing the development team’s tasks and making sure the company derives as much value as possible from the team’s work.

the Product Owner is normally a single person who is mainly responsible for maximizing the product value and the work of the development team. Generally, the Product Owner can perform the lead role in many areas of the product development concept.

**Scrum master:**

A Scrum Master facilitates all the communication and collaboration between leadership and team players to ensure a successful outcome.A Scrum Master is a professional who leads a team using Agile project management through the course of a project.

The responsibilities of this role include:

* Clearing obstacles
* Establishing an environment where the team can be effective.
* Addressing team dynamics
* Ensuring a good relationship between the team and [**product owner**](https://www.agilealliance.org/glossary/product-owner/) as well as others outside the team
* Protecting the team from outside interruptions and distractions

**Daily scrum:** The Daily Scrum, also known as the daily stand-up or daily stand-up meeting, is a brief and focused meeting in Agile methodology, particularly in Scrum, where the development team gathers to synchronize activities, discuss progress, and identify any impediments to achieving the sprint goal.

* What did I accomplish yesterday?
* What will I do today?
* Are there any impediments blocking my progress?

**Increment:**

In Scrum, an increment refers to the sum of all the product backlog items completed during a sprint, plus the value of all previous increments. It represents a tangible, usable version of the product that is potentially shippable and provides incremental value to stakeholders.