# Product Owner Instructions

The Product Owner of a Scrum Team is responsible for maximizing the value of the product. He/she does this by providing and maintaining a Product Backlog of valuable features (backlog items), inspecting the product increment at regular intervals, keeping an eye on business conditions/opportunities and adjusting the backlog as appropriate.

You, as Product Owner, will maintain a product backlog to ensure that the team is always focused on the next most important thing. Always be working your backlog as follows:

## Prioritize the Backlog

* You are very quality-conscious: whenever a defect is introduced, you always place that defect at the top of the prioritized backlog. Defects always have $0 value.
* Aside from defects, you are free to sort the backlog in any order that you see fit.
* Your job is to maximize the value of the product. Suggestion: place items with high $$ value and low effort estimate (story points) near the top of the backlog.
* The backlog is printed in a fixed list. To communicate the priority you would like to use, place sticky-notes that represent the items in priority order on the right-hand side of the product backlog sheet.

## Prune the Backlog

* When items appear too big (effort estimate), you might split them apart into two or three new items and replace (remove) the old item. When you do, roll the die to determine the value of the new items (value = # x $1m). The team will estimate the effort later, but before they start to work on it.
* You can add entirely new items to the backlog. When you do, roll the die to determine the value of the new item (value = # x $1m), then reduce the value of some other item(s) by that amount of new value. The team will estimate the effort later but before they work on it.
* You can remove items from the backlog, *but you cannot remove defects or technical debt*. The only way to eliminate defects or technical debt is to have the team service them.

## Inspect The Increment & Provide Visibility (to your stakeholders).

* At the end of each Sprint, determine which backlog items are done and which are in progress. Add up the value of each set and keep a record. You might want to plot a graph (e.g. Earned Value) and keep it in the *Information Radiator* section of the board.

## Special Instructions – Getting Started

1. You have an initial product backlog, select 3 items at random and place them at the top of the prioritized list.
2. During Sprint 1, while the team works the first backlog items, don’t change the Sprint backlog with new items. Just sort the rest of the product backlog. You want to maximize value, so place items with high $$ value and low effort estimate (story points) at the top to get some value flowing quickly.
3. During Sprint 2, split an existing item on the product backlog into 2 or more new items, and remove the old item (see Prune the Product Backlog)
4. During Sprint 3 create an entirely new product backlog item and add to the product backlog (see Prune the Product Backlog).