# CS-250 Module 2: Reflection

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Nov 17, 2024

Daily Scrum meetings are an essential component of Agile methods, to ensure team members remain focused, aligned, and transparent about their progress. A Daily Scrum meeting is often structured around three important questions: "What did I accomplish yesterday?", "What do I plan to work on today?", and "Are there any obstacles or hurdles in my way?" These questions offer a structured format for each team member to report on their progress and identify potential roadblocks. Reflecting on their achievements gives team members a feeling of motivation and purpose, whilst sharing their objectives for the day develops team cohesiveness. When limitations arise, the Scrum team may address them swiftly, minimizing possible delays while fostering a collaborative atmosphere. This structured yet concise method keeps the team focused on their sprint goals and consistently delivers value.

The Scrum Master facilitates the Daily Scrum, ensuring that it is both efficient and productive. In the video, the Scrum Master kept the team on track by steering talks and prevented them from drifting off topic. This was done by patiently leading team members back to their tasks when talks grew more complex or drifted away from the plan. The Scrum Master also kept a careful eye on the time, ensuring that the meeting did not last longer than the approved 15 minutes. Aside from maintaining structure, the Scrum Master actively addressed roadblocks by listening to team members' updates and giving possible quick solutions or scheduling follow-up meetings to handle complicated issues. Additionally, the Scrum Master provided her own updates succinctly, demonstrating accountability and modeling effective communication practices for the team. This behavior encouraged openness and transparency within the group.

While the Scrum Master's actions helped to keep the Daily Scrum flowing and focused, there is always possibility for improvement. One possible area for improvement is the recruitment of quieter or less vocal team members. In certain circumstances, these individuals may offer useful insights or face unspoken challenges. The Scrum Master might improve by actively soliciting feedback from all team members, ensuring that everyone's voice is heard. Furthermore, updates on recurring challenges or persistent roadblocks might be done more proactively, either in separate meetings or by one on one's. This would ensure that these challenges do not continue to limit collaboration.

Overall, the Scrum Master successfully guided the Daily Scrum through developing alignment, encouraging transparency, and keeping the dialogue focused. The controlled manner of the meeting, along with the Scrum Master's diligent facilitation, puts the Agile team on track to fulfill their goals. The Scrum Master can enhance the team's productivity and collaboration by continually improving her approach to promoting engagement and reducing challenges.