# action Masser

#### Team representative

Representing the Team in steering meetings, in communications with other teams or stakeholders, and planning meetings, carrying messages to and from the Team, etc.

#### **Actively Avoid**

The Development Team is always its own representative. When the whole team cannot be present, they should choose themselves who goes. The ScrumMaster should never be that person, since he/she cannot make any commitments in the name of the Development Team.

## Responsible Helping with Actively Avoid Scrum is Silent



# action Masser

### Invoicing

Ensuring appropriate contractual agreement, collecting hours from Team, collating into invoices, sending invoices to client, etc.

### Responsible Helping with Actively Avoid Scrum is Silent

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