

Scrum

What to have or do before the Scrum starts = even before the Sprint 1 planning meeting part 1

- (Possibly customer)
- (Possibly contracts and other legal issues)
- (Staffing, organizational budgets etc.)
- PO named
- Product vision
- Initial version of the PBL
- SM named
- Development Team (XX% to 100% of developer's capacity reserved for the Sprint)
- Scrum management tool
- Sprint 1 schedule
 - Btw. in real life starting Sprint on Monday and ending on Friday is not a best idea, as some people might have Fridays or Mondays off (semi-retirement) or work from home. So some companies start and end Sprint on Wed (For short sprints day or half) or two days Tue-Wed/Wed-Thu for 4 week sprints.
- Calculation of daily work time.
 - E.g. For one week sprint a full-time worker could work 26h (4+6+6+6+4), taking into account planning, review, retrospective coffee breaks, communication, organizational events etc. outside this Scrum project.
 - And in a 4 week sprint, using pretty much the maximum 6,5h per day for daily work, one full-time developer could do as many as 117h (18wd x 6,5h)
- Definition of Done for PBL items, (SBL tasks)
- Document templates, Version management tool, etc. etc.