



Passerelles  
Numériques  
*A Gateway for Life*

# BOOK OF KEY WORDS

## PROJECT ☺ MANAGEMENT

TRAINER: R A D Y Y



WEB 2024 CLASS C

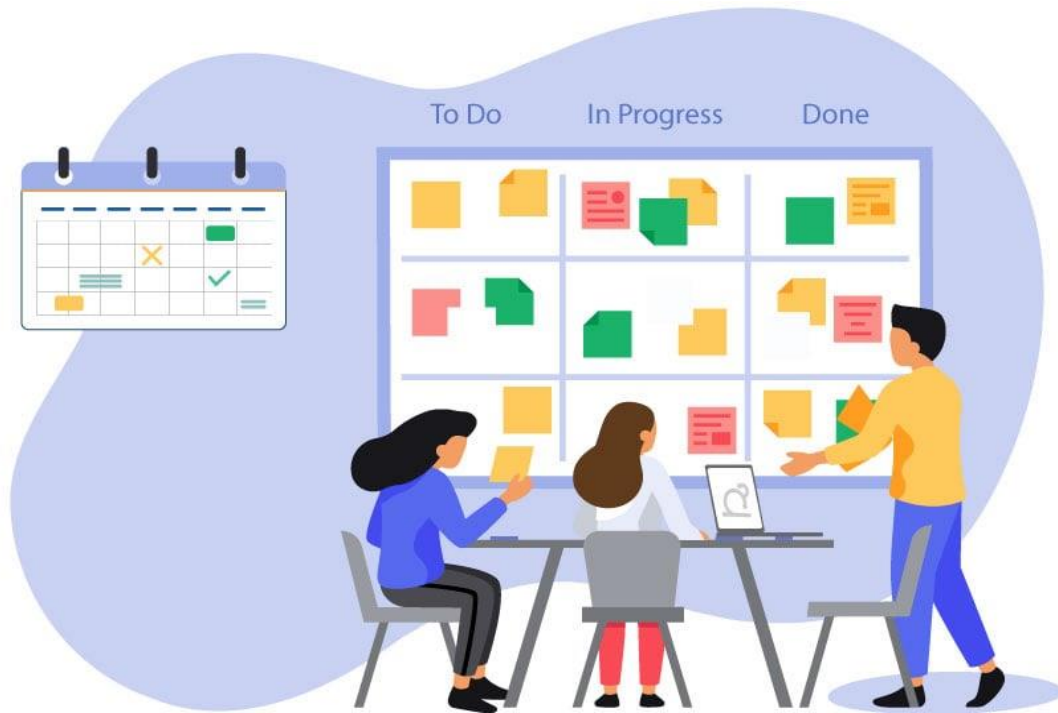
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Girl KPC

## WHY DO WE NEED TO DO SPRINT PANNING?

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### Print planning

- ✓ Sprint planning is an event in scrum that kicks off the sprint.
- ✓ Sprint planning occurs on the first day of a new sprint.
- ✓ Sprint planning should be constrained no more than 8 hours for

### Purpose

- ✓ Improve time management
  - ✓ Reduce risks from deadline
  - ✓ Make sure all members have role to do together
  - ✓ Improve quality of project
  - ✓ Easy to manage the project
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## WHY DO WE NEED TO DO STAND UP MEETING?

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### Stand-up meeting

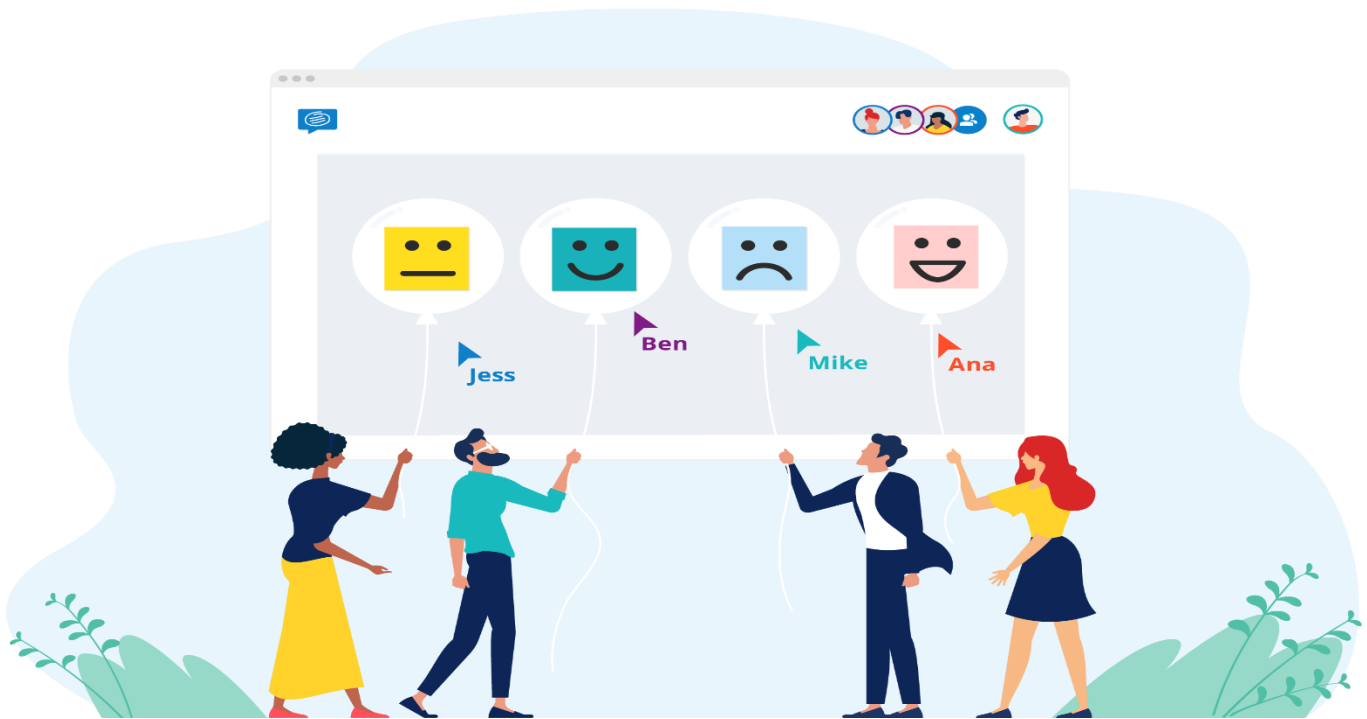
- ✓ Sprint retrospective is regularly scheduled meeting that takes place at the end of a sprint in agile software.
- ✓ There are three questions during meeting
  - What are you doing on today?
  - What have you done?
  - Do you have some problem?

### Purpose

- ✓ To improve communication and collaboration among team members.
  - ✓ Share your updates
  - ✓ Ask for help
  - ✓ Saves time with fewer meetings
  - ✓ Strengthens the team's concept of common goals.
  - ✓ Stand-up meetings reduce roadblocks.
  - ✓ Promotes transparency and teamwork.
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## WHY DO WE NEED TO DO SPRINT RETROSPECTIVE?

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### Sprint retrospective

- ✓ Stand-up meeting is a short daily meeting every morning to discuss progress and identify blockers
- ✓ We start sprint retrospective after we finished sprint and have a sprint review already.
- ✓ There are three questions during meeting
  - What we well done?
  - What we not well done?
  - What we should improve?

### Purpose

- ✓ Provide the team with an opportunity to reflect on the recently completed sprint.
- ✓ Identify ways to improve their process, collaboration, productivity, and effectiveness.
- ✓ Evaluate its achievements and shortcomings.

## WHY DO WE NEED TO DO SPRINT REVIEW?

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### Sprint review

- ✓ Sprint review is a meeting that takes place at the end of a sprint in agile software development.
- ✓ We have sprint review after we finished once sprint and before sprint retrospective.
- ✓ Sprint review are limited to a maximum of four hours.

### Purpose

- ✓ To inspect the increment that was developed in that sprint and collect feedback from key stakeholders.
  - ✓ To make progress against the product goal.
  - ✓ Provide to scrum team and client determines and agrees to consistent duration for completing work.
  - ✓ Scrum team and customer provide the feedback
  - ✓ Sprint review focuses on the product while sprint retrospective focuses on the process.
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## WHY DO WE NEED TO DO SEPERAT PROJECT INTO SPRINT?



### Separate sprint

- ✓ Separate project into sprint is a common practice in agile project management.

### Purpose

- ✓ Incremental development and delivery of the project
- ✓ Flexibility and adaptability by allowing teams to respond to changing requirement or priorities.
- ✓ Reduce risks it help to identify potential issues, bottlenecks, or challenges sooner.
- ✓ Improve collaboration and communication within the project team and with stakeholders.
- ✓ Motivate and focus it provide sense of accomplishment and progress for the team.