



Agile - Scrum and SAFe Basics

with insights on leveraging GenAI in Agile for Scrum Masters

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What is Agile !

- Agile is a set of values, principles, and practices that enable individuals and teams to create and respond to change in uncertain environments.
- **In Simple Words** Agile is a **way of working** (or mindset)

Agile focuses on:

- ✓ **Breaking work into small pieces** (called *iterations* or *sprints*)
- ✓ **Delivering value early and often** instead of waiting till the end
- ✓ **Adapting to change quickly** rather than sticking to a rigid plan
- ✓ **Working closely with customers** to build the right thing
- ✓ **Empowering teams** to self-organize and collaborate

Agile Manifesto

We are uncovering better ways of developing software by doing it and helping others do it. Through this work, we have come to value:

Agile Values

Individuals and interactions

Working software

Customer collaboration

Responding to change

over processes and tools

over comprehensive documentation

over contract negotiation

over following a plan

While there is value in the items on the right, we value the items on the left more.

"Learn from yesterday, live for today, hope for tomorrow. The important thing is not to stop questioning."
Albert Einstein

12 Agile Principles

Customer & Value Focus

- ★ 1. Our highest priority is to satisfy the customer through early and continuous delivery of valuable software.
- ↔ 2. Welcome changing requirements, even late in development. Agile processes harness change for the customer's competitive advantage.
- 🚚 3. Deliver working software frequently, from a couple of weeks to a couple of months, with a preference to the shorter timescale.

Quality & Progress

- </> 7. Working software is the primary measure of progress.
- ⚖️ 8. Agile processes promote sustainable development. The sponsors, developers, and users should be able to maintain a constant pace indefinitely.
- ⚙️ 9. Continuous attention to technical excellence and good design enhances agility.

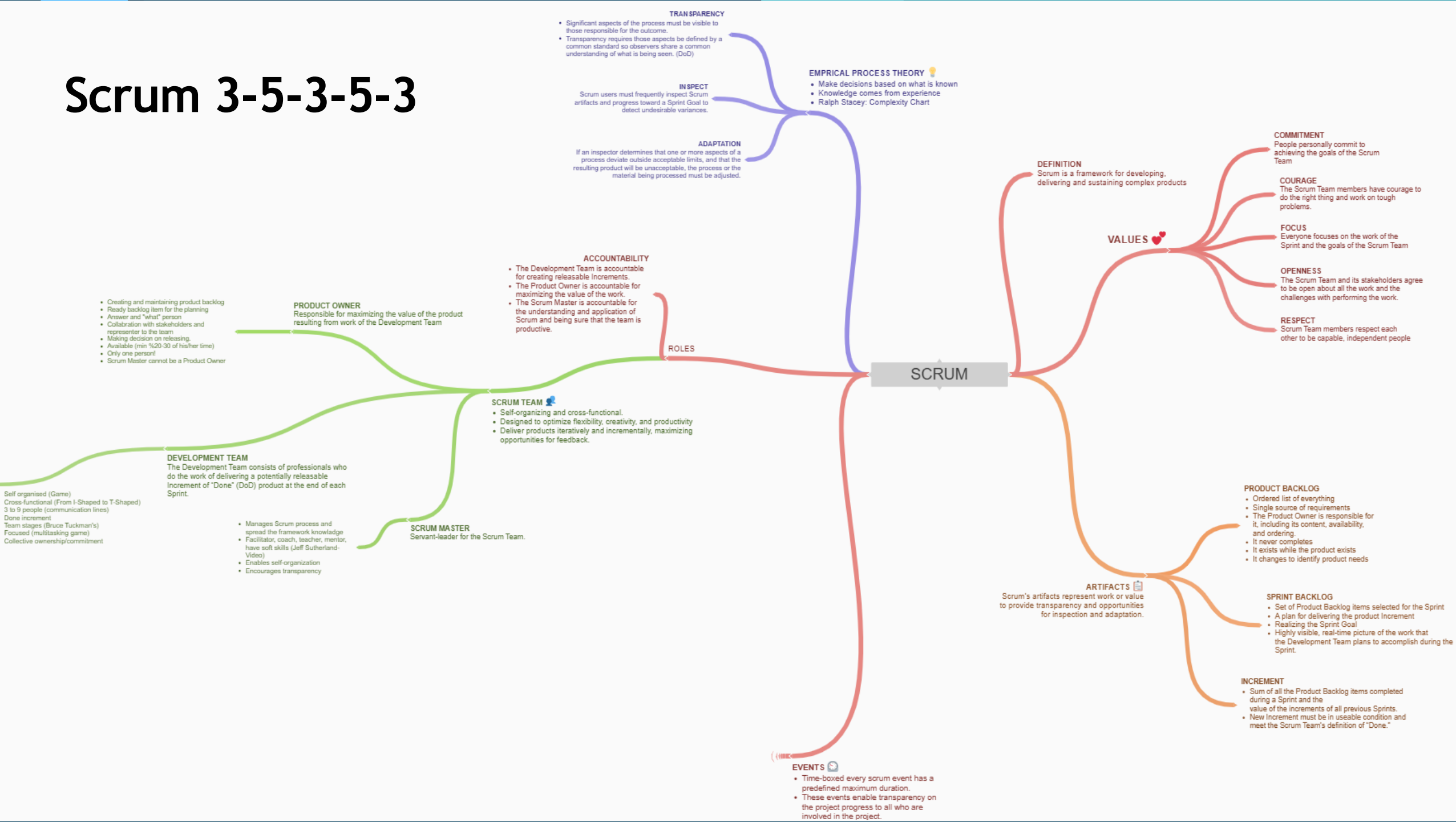
Team & Collaboration

- 👥 4. Business people and developers must work together daily throughout the project.
- 👤 5. Build projects around motivated individuals. Give them the environment and support they need, and trust them to get the job done.
- 💬 6. The most efficient and effective method of conveying information to and within a development team is face-to-face conversation.

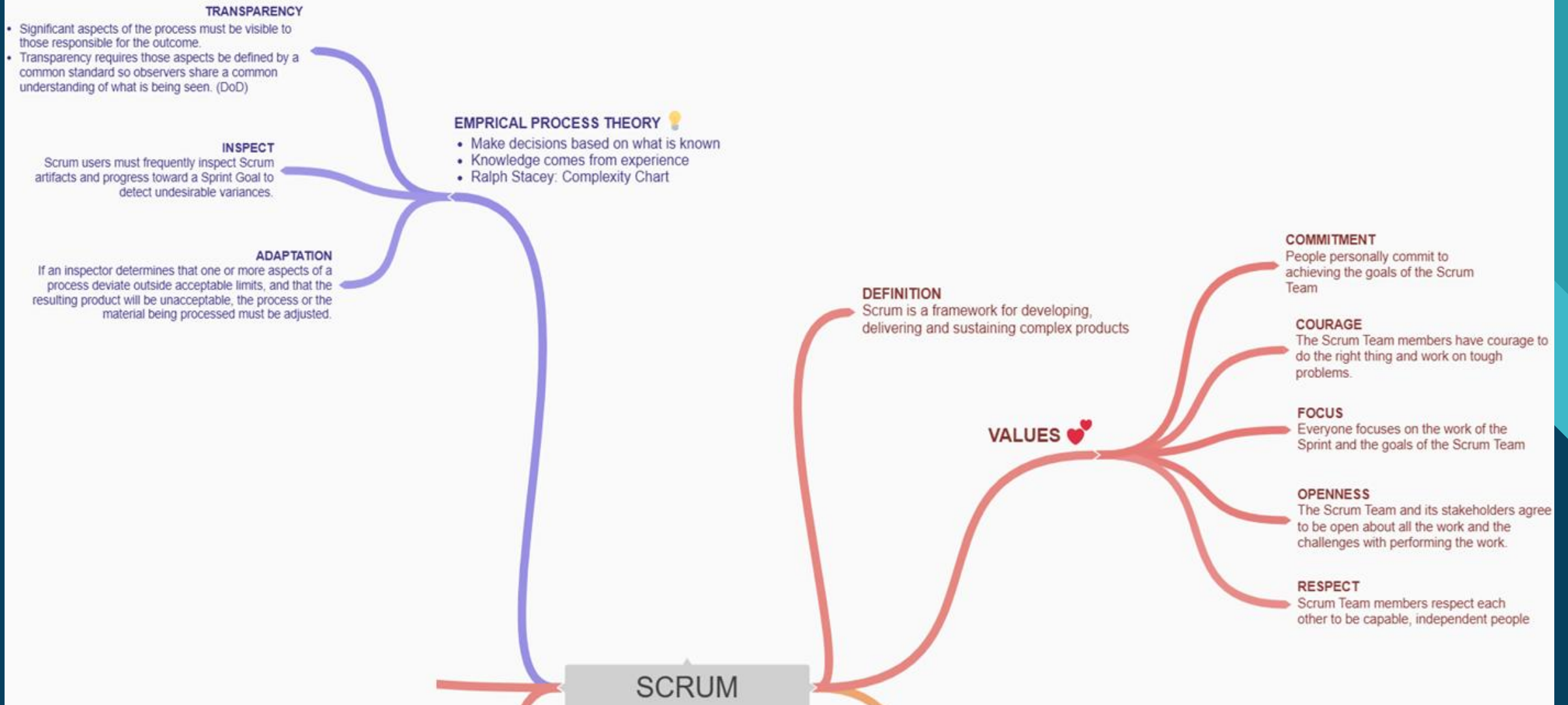
Continuous Improvement

- ☰ 10. Simplicity—the art of maximizing the amount of work not done—is essential.
- 🏗️ 11. The best architectures, requirements, and designs emerge from self-organizing teams.
- 🔄 12. At regular intervals, the team reflects on how to become more effective, then tunes and adjusts its behavior accordingly.

Scrum 3-5-3-5-3



3 Pillars and 5 Values of Scrum



Scrum- 3 Roles

ROLES

ACCOUNTABILITY

- The Development Team is accountable for creating releasable Increments.
- The Product Owner is accountable for maximizing the value of the work.
- The Scrum Master is accountable for the understanding and application of Scrum and being sure that the team is productive.

PRODUCT OWNER

Responsible for maximizing the value of the product resulting from work of the Development Team

- Creating and maintaining product backlog
- Ready backlog item for the planning
- Answer and "what" person
- Collaboration with stakeholders and representer to the team
- Making decision on releasing.
- Available (min %20-30 of his/her time)
- Only one person!
- Scrum Master cannot be a Product Owner

SCRUM TEAM

- Self-organizing and cross-functional.
- Designed to optimize flexibility, creativity, and productivity
- Deliver products iteratively and incrementally, maximizing opportunities for feedback.

DEVELOPMENT TEAM

The Development Team consists of professionals who do the work of delivering a potentially releasable Increment of "Done" (DoD) product at the end of each Sprint.

- Self organised (Game)
- Cross-functional (From I-Shaped to T-Shaped)
- 3 to 9 people (communication lines)
- Done increment
- Team stages (Bruce Tuckman's)
- Focused (multitasking game)
- Collective ownership/commitment

SCRUM MASTER

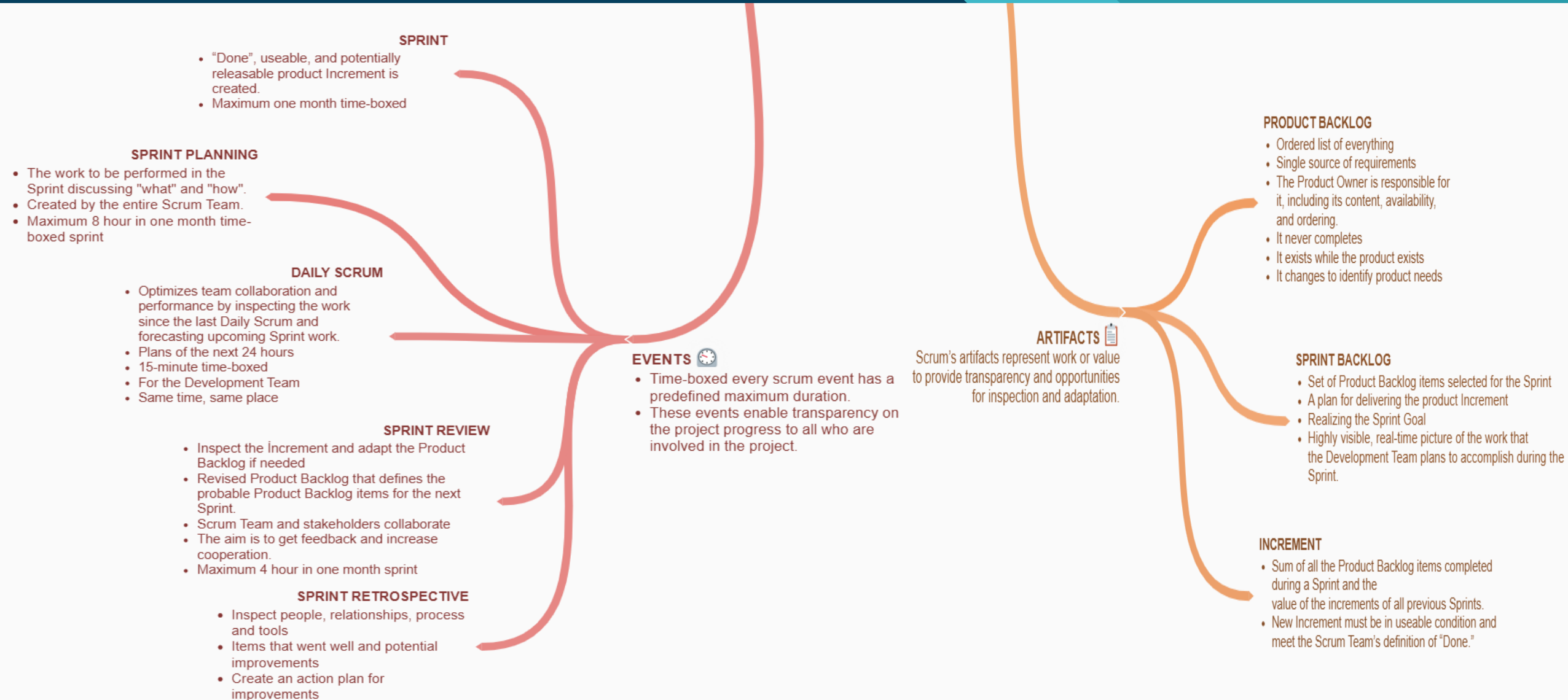
Servant-leader for the Scrum Team.

- Manages Scrum process and spread the framework knowledge
- Facilitator, coach, teacher, mentor, have soft skills (Jeff Sutherland-Video)
- Enables self-organization
- Encourages transparency

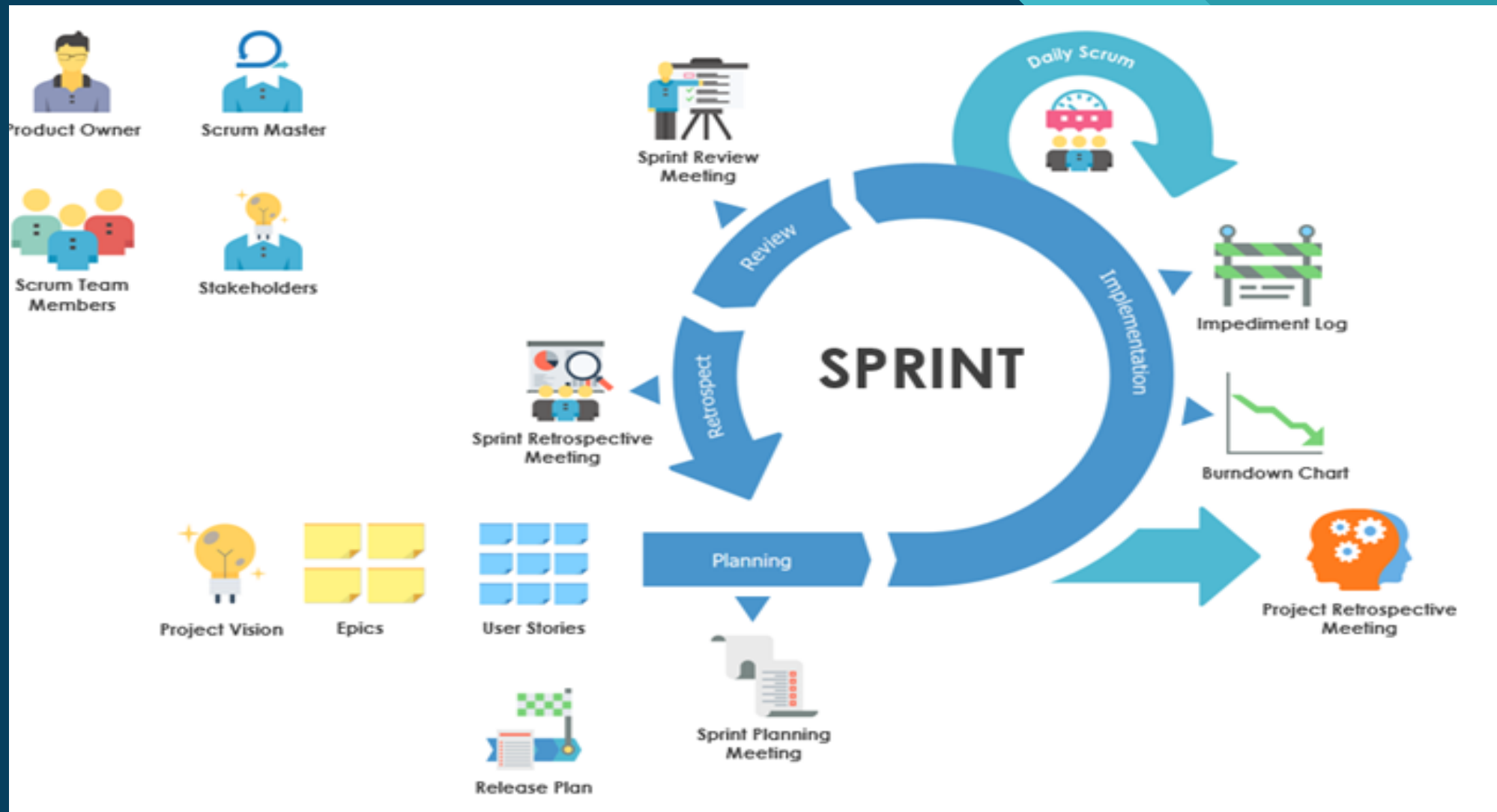
DoD

- Quality
- Product transparency
- Almost done is not done
- Technical debt
- Examples

Scrum - 5 Events 3 Key Artifacts...



Typical Sprint 1/2/3/4 Weeks



AI Tools for Scrum Team

Tool	Use Case Highlights	Feature Example
ClickUp AI	Sprint planning, status reports, documentation	Task suggestions, AI summaries
Jira Assist	Backlog grooming, risk detection, sprint analytics	Auto-issue creation, timeline prediction
Plandek	Metrics management, delivery optimization	DORA metrics analysis
Notion AI	Meeting note automation	Transcription, summary
Parabol	Retrospective analysis	Pattern and sentiment identification
Otter AI	Meeting facilitation	Automatic action item extraction
ScrumDo	Predictive sprint management	Capacity recommendations, trend analysis

Top AI Plugins for Jira Workflows

Plugin Name	Key Features & Benefits	Highlights
Smart AI for Jira	<ul style="list-style-type: none">- AI-powered ticket creation, issue analysis, workflow automation- Uses OpenAI, Azure, Gemini- Summarizes tickets, refines descriptions, generates replies, creates child tasks with one click	<ul style="list-style-type: none">- AI chat for Acceptance Criteria, Definition of Done, test cases- Quick actions for comments and updates
AI Jeannie	<ul style="list-style-type: none">- Drafts epic descriptions, user story descriptions, and acceptance criteria- Designed for business analysts	<ul style="list-style-type: none">- Fast Agile content creation in Jira
Jira Assistant AI	<ul style="list-style-type: none">- Smart issue prioritization, automated status updates, progress tracking- Personalized dashboard, natural language commands	<ul style="list-style-type: none">- Free tier available, learns work patterns for daily workflow optimization
Codeium AI/Windsurf	<ul style="list-style-type: none">- Links code changes to tickets, helps technical debt management- Creates tickets from code comments/commits	<ul style="list-style-type: none">- Integrates with GitHub, GitLab, Bitbucket
JAI – Jira AI Autocomplete	<ul style="list-style-type: none">- Autocomplete issue description, generates JQL from natural language- Boosts accuracy in ticket creation/assignment	<ul style="list-style-type: none">- Converts natural language to Jira queries
AI for Jira (XDevPod)	<ul style="list-style-type: none">- Integrates with Atlassian Roovo agents for chat, translation and JQL management- JQL Expert helps generate, interpret, compare JQL	<ul style="list-style-type: none">- Custom agent chat, translation of issues




What is SAlFe?

In short:




Scrum = small team Agile

SAlFe = enterprise-level Agile




What is SAlFe?

-  Scaled Agile Framework (SAlFe) - A knowledge base of proven, integrated principles, practices, and competencies
-  A freely available online framework for implementing Agile practices at enterprise scale
-  Provides a structured approach for scaling Agile across multiple teams, programs, and portfolios




Purpose

-  Address challenges of applying Agile beyond small, individual teams
-  Align organization from portfolio to team level around value delivery
-  Enable business agility through structured, proven scaling approaches

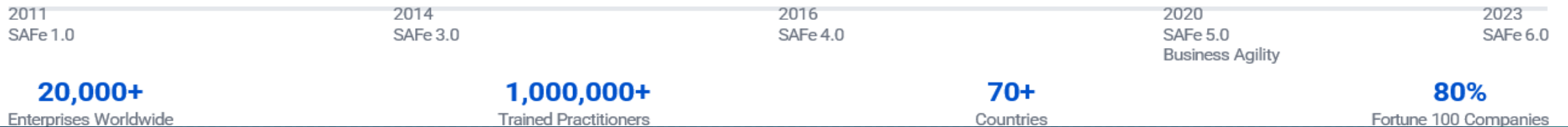
History & Evolution

-  2011 - Initially developed by Dean Leffingwell and team
-  Evolved from Agile, Lean, System thinking, and DevOps practices
-  Currently at version 6.0 (continuously evolving based on feedback)

Enterprise Transformation

-  Helps organizations respond to disruption and market changes
-  Creates alignment between business and IT objectives
-  Enables predictable delivery and faster time-to-market

"SAlFe is a system for implementing Lean-Agile development practices at enterprise scale that enables organizations to deliver innovative products and solutions in the shortest sustainable lead time."



SAFe 4 Values 10 Principles

Alignment

Strategic alignment across all levels of the organization. Enables autonomous teams to work within a clear strategic context while moving in the same direction.

Transparency

Trust built on open information flow. Creates an environment of mutual trust where facts, progress, and challenges are openly shared across all organizational levels.

Built-in Quality

Quality is integrated into every step of development. Establishes practices to ensure each solution element meets appropriate quality standards throughout development.

Program Execution

Reliably delivering value through high-performing Agile teams. Focuses on working systems and business outcomes, emphasizing the ability to execute and deliver value.

10 Lean-Agile Principles

- 1 Take an economic view**
Deliver the best value and quality for customers in the shortest lead time
- 2 Apply systems thinking**
Consider the entire system, not just component parts, when making decisions
- 3 Assume variability; preserve options**
Maintain multiple requirements and design options for a longer period
- 4 Build incrementally with fast learning cycles**
Develop in small batches; gather feedback to avoid waste
- 5 Base milestones on objective evaluation**
Use working systems as the primary measure of progress
- 6 Visualize and limit WIP**
Reduce batch sizes and manage queue lengths to improve flow
- 7 Apply cadence, synchronize with cross-domain planning**
Use regular rhythms to make progress predictable and create alignment
- 8 Unlock intrinsic motivation of knowledge workers**
Engage employees' thinking and hearts through autonomy and purpose
- 9 Decentralize decision-making**
Push authority to those with the most context for faster execution
- 10 Organize around value**
Structure teams and programs to deliver customer-centric value streams

SAFe Roles, Ceremonies & Artifacts

Key SAFe Roles

Release Train Engineer (RTE)

Servant leader who facilitates program execution, removes impediments

Product Owner

Defines stories, prioritizes the team backlog, is the customer voice

Scrum Master

Coaches teams in Scrum, ensures SAFe practices are followed

Product Manager

Responsible for program backlog, content authority for the ART

System Architect/Engineer

Defines the overall architecture vision and helps align teams

SAFe Ceremonies



PI Planning

2-day event where teams plan next Program Increment (8-12 weeks)



Iteration Planning

Teams plan the work for the upcoming iteration (2 weeks)



Daily Stand-up

Daily team synchronization (15 minutes)



Iteration Review

Teams demonstrate completed work to stakeholders



Iteration Retrospective

Teams identify improvements for next iteration



System Demo

Integrated demo of the entire system each iteration

SAFe Artifacts

Program Backlog

Upcoming Features for ART

Team Backlog

Stories, enablers for team

Program Board

Visual management of dependencies

PI Objectives

Team's commitment for the PI

Vision & Roadmap

Long-term direction

Key Metrics in SAFe

- Predictability Measure
- Program Increment Progress
- Feature Progress
- Team Velocity
- Flow metrics (lead time, cycle time)

SAFe Full

BIG PICTURE

ESSENTIAL

LARGE SOLUTION

PORTFOLIO

FULL

Organizational
Agility



Lean Portfolio
Management



Enterprise Solution
Delivery



Agile Product
Delivery



Team and Technical
Agility



BUSINESS AGILITY

Portfolio Flow



Solution Train Flow



ART Flow

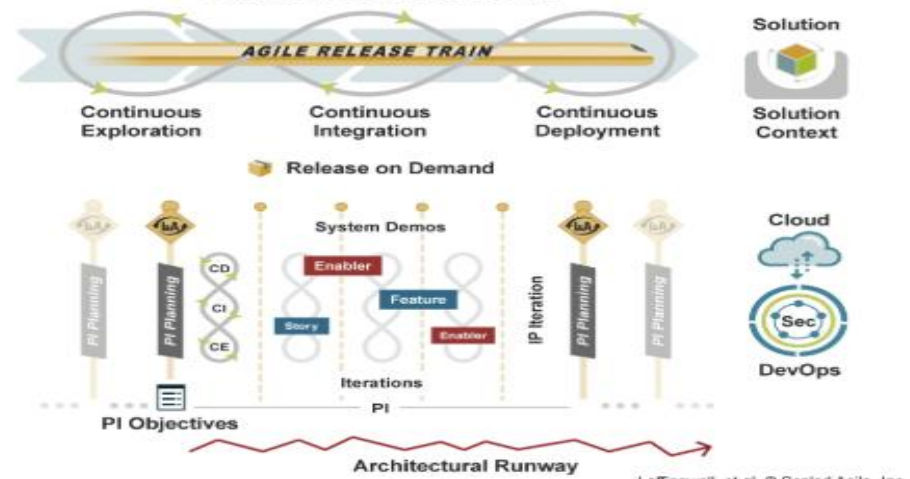
Customer Centricity



Team Flow



Continuous Delivery Pipeline



Leffingwell, et al. © Scaled Agile, Inc.

Lean-Agile
Leadership



Lean-Agile
Mindset



Core
Values



SAFe
Principles



Implementation
Roadmap



SPC



Continuous
Learning
Culture

Vision

OKRs

Roadmap

AI

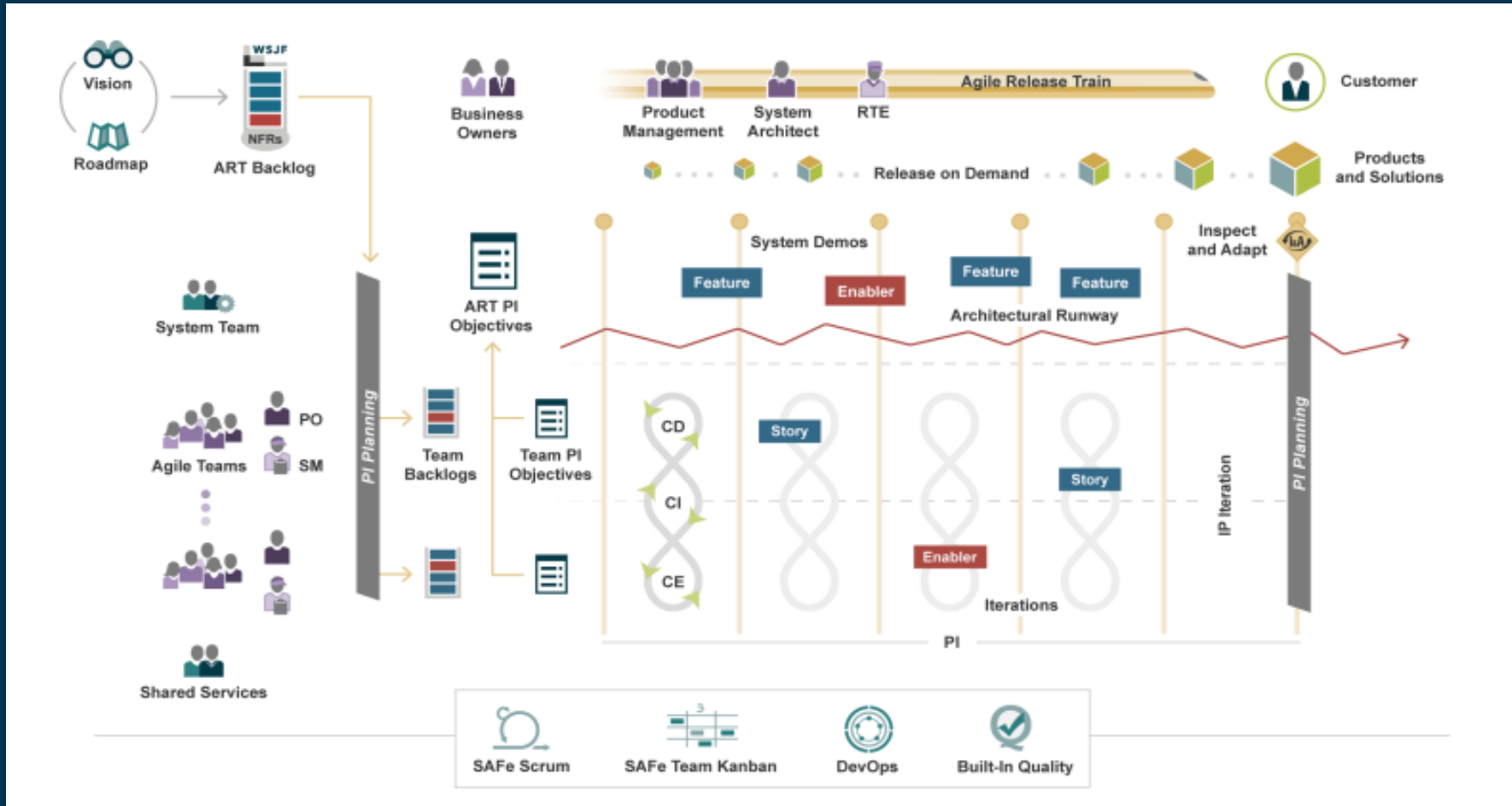
Shared
Services

CoP

System
Team

Measure
& Grow

Focused ART Level View



ART Size Guidelines

- Each Agile Team → 5 to 11 members (including PO & SM).
- Each ART → 5 to 12 Agile Teams.

- So, an ART typically has about:
50 to 125 people in total.

Best setup for ART is ~100 people, split across 8–10 Agile Teams

Scrum and SAFe Certificates

Scrum.org Certifications

- **Professional Scrum Master I (PSM I)**
- Professional Scrum Master II (PSM II)
- Professional Scrum Master III (PSM III)
- Professional Scrum Product Owner I (PSPO I)
- **Professional Scrum Product Owner II (PSPO II)**
- Professional Scrum Product Owner III (PSPO III)
- Professional Scrum Developer (PSD)
- **Scaled Professional Scrum (SPS)**
- Professional Agile Leadership™ (PAL I)
- Professional Scrum with Kanban™ (PSK I)
- Professional Scrum Facilitation Skills™ (PSFS)
- Professional Scrum with User Experience™ (PSU I)

SAFe 6.0 Certification List

- SAFe Agilist (SA) / Leading SAFe®
- **SAFe Scrum Master (SSM)**
- SAFe Advanced Scrum Master (SASM)
- **SAFe Product Owner/Product Manager (POPM)**
- SAFe Agile Product Manager (APM)
- **SAFe Practitioner (SP) / SAFe for Teams**
- **SAFe Release Train Engineer (RTE)**
- SAFe Architect (ARCH)
- SAFe DevOps Practitioner (SDP)
- SAFe Lean Portfolio Manager (LPM)
- SAFe for Government
- SAFe for Hardware / SAFe Hardware Agilist (SHWA)
- SAFe for Hardware Teams / SAFe Hardware Practitioner (SHWP)
- SAFe Agile Software Engineer (ASE)
- **SAFe Program Consultant (SPC)**



Thank You

“Agile is an attitude, not a technique with boundaries. An attitude has no boundaries, so we wouldn’t ask ‘can I use Agile here,’ but rather ‘how would I act in the Agile way here,’ or ‘How Agile can we be here?’”

—Alistair Cockburn, Agile Software Development

Scrum Master Checklist

Scrum Master's Daily Checklist

Stay focused. Serve the team. Strengthen the system.

Start With Intention

- ☐ Review your calendar & prioritize
- ☐ Reach out to anyone who might need extra support

Facilitate Daily Scrum

- ☐ Keep it under 15 minutes
- ☐ Reinforce the purpose of the meeting
- ☐ Help devs focus on what's blocking sprint progress

Observe the System

- ☐ Watch for workflow issues, handoff delays, or misalignments
- ☐ Assess team adherence to Agile values & practices

Support the Product Owner

- ☐ Clarify priorities or goals if needed
- ☐ Assist with backlog refinement or stakeholder communication

Clear External Impediments

- ☐ Triage tech blockers or external delays
- ☐ Work with stakeholders to unblock the team

Nurture Team Culture

- ☐ Encourage open conversation & psychological safety
- ☐ Celebrate small wins and personal growth
- ☐ Promote a no-blame space for raising concerns

Practice Servant Leadership

- ☐ Be present—check in 1:1 when needed
- ☐ Be empathetic, not directive
- ☐ Help the team resolve interpersonal or technical blockers

Reflect & Reset

- ☐ Review your own decisions and leadership today
- ☐ Choose one Scrum value

SAFe Core Values - 4

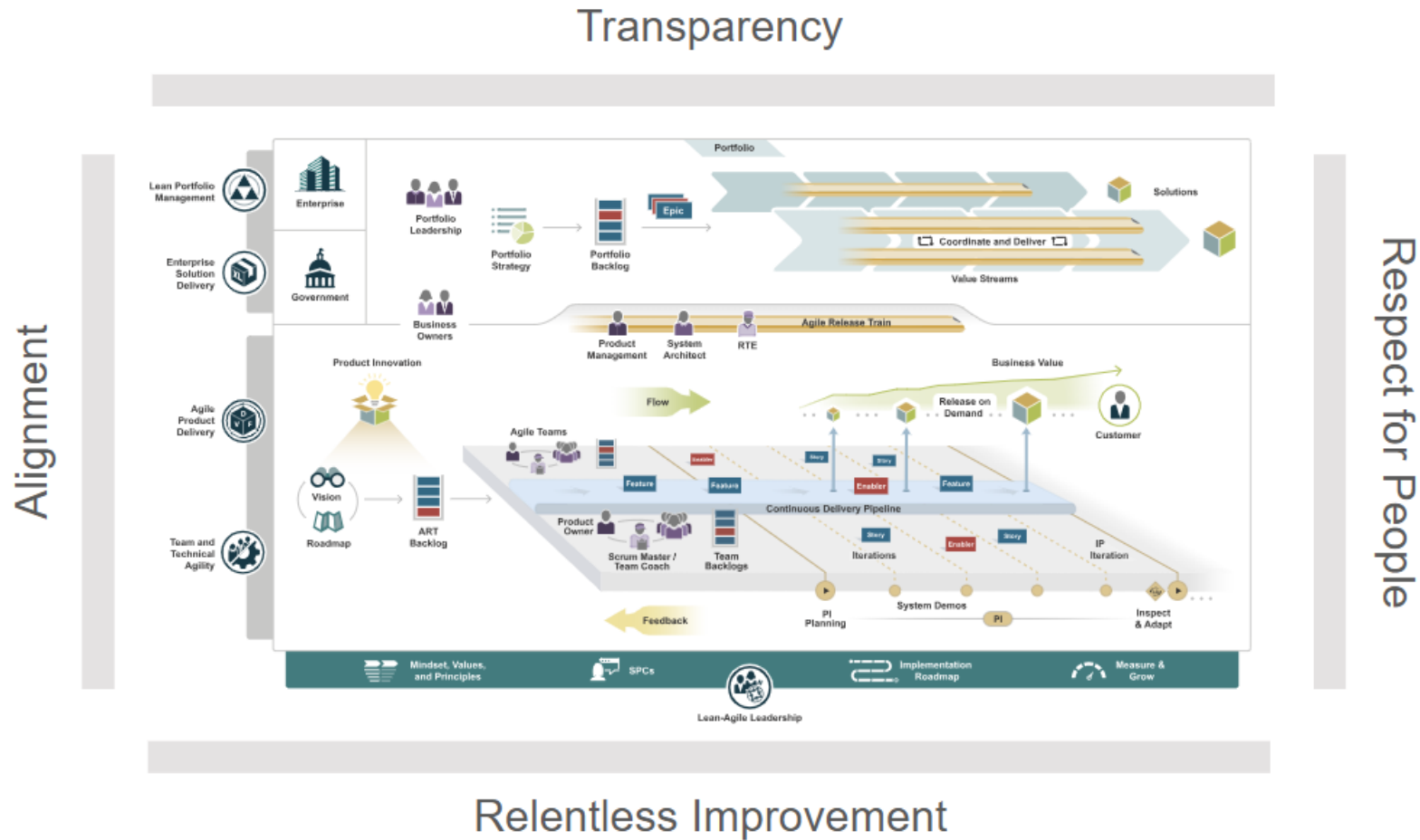


Figure 1. SAFe's four core values

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SAFe Principles - 10

#1 Take an economic view

#2 Apply systems thinking

#3 Assume variability; preserve options

#4 Build incrementally with fast, integrated learning cycles

#5 Base milestones on objective evaluation of working systems

#6 Make value flow without interruptions

#7 Apply cadence, synchronize with cross-domain planning

#8 Unlock the intrinsic motivation of knowledge workers

#9 Decentralize decision-making

#10 Organize around value

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Figure 1. SAFe Lean-Agile Principles

Roles in SAFe - 4 levels



SAFe organizes roles into **4 levels** (depending on the configuration an enterprise uses):

- **Team Level** → PO, Scrum Master, Agile Team
- **Program Level** → RTE, Product Management, System Architect, Business Owners
- **Large Solution Level** → STE, Solution Management, Solution Architect
- **Portfolio Level** → LPM, Epic Owners, Enterprise Architect

Think of it like this:

- **Team Level = Build the product**
- **Program Level = Coordinate multiple teams**
- **Large Solution = Coordinate multiple programs**
- **Portfolio = Align with enterprise strategy**