Definition of Ready

* Work item has a description
* Work item has linked issues, if applicable
* Work item has assignee, if applicable
* Work item has an epic link and designated sprint
* Work item has been given a time estimate
* Work item has been assigned a priority level, as opposed to story points

Definition of Done

* Acceptance criteria has been met
* Team members have indicated agreement with status of item/story in the comments
* All test cases have been executed, with no remaining bugs
* Time has been logged