***Tammy Hartline***

***01/15/2023***

***JOURNAL- SCRUM MASTER***

* **How would you plan to execute the various Scrum events, such as the Sprint Planning, Daily Scrums, Backlog Refinement, Sprint Review, and Sprint Retrospective?**

I would begin with Sprint Planning, by gathering all Scrum team members, the developers, testers, product owner, and self to create a product roadmap. Upon completion I would then create the product backlog and keep it updated with user stories, that are created from input of all team members. As Scrum Master, I would need to pay special attention to the product owner and his/her needs throughout the entire project. I would get with the product owner prior to the Sprint Planning meeting, to set up and determine a sprint goal. Then during the meeting, I would need to ensure that each team member understands the user stories and tasks that are needed for completion. I would also need a degree of foresight to predict any items that may present potential roadblocks. It is also my responsibility to ensure that the team remains on task, communicates efficiently and effectively, and feels like a valued member of the team.

* **Why do you think these events are so important?**

Each of these events are important to the Agile methodology and its successfulness when applied in practice. Sprint Planning in particularly is very important, as it is your starting point for the project. If the sprint plan is a bust, or not well planned and organized, then the project is likely to struggle from beginning to end. Sprint planning helps us ensure every team member is on the same page, avoids repetition, duplicated work, and also prevents or at least alerts team members early on of issues that could arise. The daily scrum meeting helps keep everyone’s focus on the task at hand for the day and prevents so much wasted/down time with people “working” aimlessly or not working as they are not sure what task they are supposed to be doing. It also provides the team an opportunity to mention any help or assistance they need through collaborating with other team members. Backlog refinement helps us to prioritize our efforts, to ensure that we are working on the most important task at a time when it is necessary. Often, people work to far ahead without this, and then if a problem arises from a step or task that should have been completed before this, then it requires each step after that to be reperformed or adjusted. I am actually guilty of doing this myself and can now understand why it is so important to understand the priority and ordering of tasks.

* **What would you want the team to gain from them?**

I would want the team to understand the process and make certain that there was no question as to what and why they were performing each task. I would also want the team to feel comfortable giving any feedback, idea sharing, and collaborating openly without feeling hovered over or that they are being judged for asking for help. When team members feel it is okay to ask for help, it make their work environment one that is non-combative and will ultimately result in a better developed product.

* **How would you ensure the events achieve those goals?**

To ensure the goals were achieved during each part of the scrum process, I would need to constantly and consistently be aware of the project, the current tasks, completed tasks, timeline, and customer requests. I think the name Agile actually sums up the process pretty well. One would need to be flexible, have excellent organizational skills, with the ability to adapt and think creatively on one’s feet…or in other words, they would need to be very agile. I would also like the events to serve the team members understanding into their own weaknesses or strengths, while also encouraging them to improve and develop their skillsets.