

One week Sprint is scaled down version of 4-weeks

	Monday	Tuesday	Wednesday	Thursday	Friday	
e.g. 08	SPM 1 1h	DSM 5-15m	DS 5-15m	DSM 5-15m	DS 5-15m	e.g. 08
	SPM 2 1h					
e.g. 10	((("DS" <15m)))					
					4h	
e.g. 12		6h	6h	6h		e.g. 12
	4h	(PO reachable on every work day)				
					((("DSM" <15m)))	e.g. 14
					Sprint Review 1h	
e.g. 16					Sprint Retrospective <1h	e.g. 16

6h = 8h – 30m lunch – 2*15m coffee
- 1h other company work, comms

All events in Scrum are **time-boxed**: Exact **start time** known + **maximum duration**. Never belated nor extended!

((In real life the Sprint 3 Review might often be Wed at 12-13, Sprint 3 Retro at 13-13:45, (break) Sprint 4 Planning 1 at 14-15, Sprint 4 Planning 2 at 15-16)))

DS = DSM = Daily Scrum = Daily Scrum Meeting

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