**SCRUM**

**Scrum** is one of the most popular **frameworks within Agile methodology** used to manage and deliver complex software projects efficiently.

**Key Idea:**

Scrum organizes work into **short, time-boxed iterations** called **sprints** (usually 1–4 weeks), where a cross-functional team delivers a **potentially shippable product increment** at the end of each sprint.

**Main Roles in Scrum:**

1. **Product Owner** – Defines the product vision, prioritizes work, and manages the **Product Backlog**.
2. **Scrum Master** – Facilitates the process, removes obstacles, and ensures the team follows Scrum practices.
3. **Development Team** – A self-organizing group that builds and delivers the product increment.

**Key Scrum Artifacts:**

1. **Product Backlog** – A prioritized list of features, enhancements, and fixes to be developed.
2. **Sprint Backlog** – A list of tasks selected from the product backlog to be completed in the current sprint.
3. **Increment** – The working, tested product output from each sprint.

**Scrum Events (Ceremonies):**

1. **Sprint Planning** – The team decides what to deliver and how to do it in the upcoming sprint.
2. **Daily Scrum (Stand-up)** – A 15-minute daily meeting to discuss progress, challenges, and plans.
3. **Sprint Review** – Held at the end of the sprint to demonstrate the completed work to stakeholders.
4. **Sprint Retrospective** – The team reflects on the sprint and identifies ways to improve in the next one.

**Benefits of Scrum:**

* Faster and more predictable delivery
* Improved communication and collaboration
* Early identification of issues
* Continuous improvement through feedback
* Higher customer satisfaction

**MEETINGS OF AGILE**

In **Agile**, especially in the **Scrum framework**, meetings are called **ceremonies** or **events**. These meetings help teams plan, track progress, and continuously improve their work.

Here are the **main Agile meetings:**

**1. Sprint Planning**

* **Purpose:** To plan the work for the upcoming sprint.
* **Who attends:** Product Owner, Scrum Master, and Development Team.
* **Outcome:** A **Sprint Goal** and a **Sprint Backlog** (list of tasks to be completed in the sprint).

**2. Daily Stand-up (Daily Scrum)**

* **Purpose:** A short (15-minute) meeting to discuss progress and challenges.
* **Who attends:** Development Team (Scrum Master may facilitate).
* **Key questions:**
  1. What did I do yesterday?
  2. What will I do today?
  3. Are there any blockers?

**3. Sprint Review**

* **Purpose:** To **demonstrate the completed work** to stakeholders and get feedback.
* **Who attends:** Product Owner, Scrum Master, Development Team, and stakeholders.
* **Outcome:** Stakeholder feedback and updates to the Product Backlog if needed.

**4. Sprint Retrospective**

* **Purpose:** To reflect on the sprint and find ways to improve future sprints.
* **Who attends:** Scrum Team (Product Owner, Scrum Master, Development Team).
* **Focus:** What went well, what didn’t, and what can be improved.

**5. Backlog Refinement (Grooming)**

* **Purpose:** To review, clarify, and prioritize items in the **Product Backlog**.
* **Who attends:** Product Owner and Development Team.
* **Outcome:** A well-defined and prioritized backlog for future sprints.