Scrum - Roles Workbook

Roles

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| Product Owner | Scrum Master | Scrum Team |

Scrum Development Team

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| Composition | Devs, Scrum Master, Product Owner |
| Organization | Self-organized |
| Cross-functional | Self-contained with skills ready to succeed. |
| Responsible to: | Commit their work to the team when delegated or “pulled” |
| Authority | Commit as a team to the customer |
| Size | 7 +/- 3 |

Product Owner

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| Owner of Artifact? | Make it a regular practice to review and discuss artifacts with team |
| Product Backlog Grooming | Adds, moves, or deletes items. |
| Collects | User stories |
| Attends Sprint  Planning Meeting | Attend daily standup to receive early feedback from developers. |
| Accountability | Accountable to customer regarding ability of deliverables to fulfill customer needs. |

Scrum Master

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| Coach—Servant Leader | Coaches the team as a servant leader |
| Shields Team | Protects the team from being overflowed with tasks |
| Deals w/Obstacles | Blocks any team member from higher productivity |
| Daily Standup Role | Leads daily stand-up |
| Team Velocity | Runs interference for any issues the team is facing |
| Assist Product Owner | May assist Product Owner in backlog grooming |

Velocity A measure of the average amount of work. (In story points or other units) that is completed per unit of time. (e.g, sprint, day, week, month).

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| Definition | Used to define the work speed of the team |
| Calculated by: | The average number of story points the development team completes each sprint. |
| Purpose | Only includes completed items. |

Team Velocity

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| How often calculated. | Unit of time, sprints, monthly sprints. |
| Calculated by: | Definition of done. Fully. Only completed items. |
| Purpose | Used to define the work speed of the team Allows the scrum master to predict the final completion date of the project and allows team to make reasonable commitments regarding the number of story points on the upcoming sprint. |

Capacity

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| Definition | Measure maximum amount of work that a developers need to accomplish. |
| Purpose | Based on resource, capacity changes. |

Stakeholder Interactions

