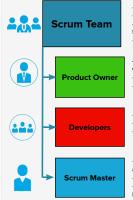


## Accountabilities - Who ensures that certain things happen.



Accountable for creating a valuable, useful Increment every Sprint. Cross-functional - Has all the skills necessary to create value each Sprint.
 Self-managing - Internally decides who does what, when, and how. No subteams or hierarchies.
 Small - Should be 10 or fewer people to enable effective communication.

Accountable for the Product Backlog, Product Goal and for maximising the

value of the product. - One person who represent the needs of stakeholders. Can (exceptionally) cancel a Sprint if the Sprint Goal becomes obsolete.

ble for the Sprint Backlog and the technical quality of the product. Committed to creating a usable Increment each Sprint. - The people who do the work to create the Increment.

Accountable for the Scrum Team's effectiveness and for establishing Scrum Accountement of the Schain Feature is the average and the establishing and helping everyone understand and use it.
 One person who helps create the conditions for effective delivery Provides delivery leadership and act as a servant who helps remove impediments to progress.

Artifacts - Provide transparency & opportunity for inspection & adaptation.



The Sprint Goal (why), the set of Product Backlog items selected for the - A forecast by the Developers about what will be in the nextenent.
- Makes the work in the Sprint transparent. Modified during the Sprint as more becomes known.

A body of inspectable, useable and Done work Sum of all the Product Backlog items Done during a Sprint and the - Sum of an the Fround Backog terms Done during a spinit and the
Increments of previous Sprints.
- At the end of a Sprint, work that did not meet the Definition of Done is returned to the Product Backlog.

Commitments - Bring transparency and focus to the artifacts.

Events - Provide structured opportunities for Inspection & Adaptation.

At the start of each Sprint

**Create the Sprint Backlog** 

Adapt the plan their next 24 hours.

Container event and includes the other Scrum events and all the work.

Each Sprint, a Done Increment is created that achieves a Sprint Goal.

Timebox of up to 8 hours. Attended by the Scrum Team. Inspect the Product Backlog, Product Goal & Retrospective Plans

Every working day at a consistent place and time. Timebox of 15-minutes. Attended by Developers Inspect the Sprint Backlog and progress toward the Sprint Goal.

Inspect the Increment and progress towards the Product Goal.

Adapt/create planned improvements to increase effectiveness.

Adapt the Product Backlog to include new insights.

Timebox of up to 3 hours. Attended by the Scrum Team

At the end of each Sprint, after the Sprint Review

At the end of each Sprint, before the Sprint Retrospective. Timebox of up to 4 hours. Attended by the Scrum Team & stakeholders.

Inspect how the Sprint went (interactions, processes, tools, Definition of Done)

Timebox of 1 month. 2 weeks is most common. Length remains consistent.

 - A transparent and ordered list of the known and valuable work (Product Backlog items) that support the Product Goal. Describes a future state of the product. Can serve as a target for planning.
 A single long-term objective. Only one Product Goal is active at a time. \$÷C **Product Goal** The single source of work for the Scrum Team The Increment is a step towards a Product Goal. May change due to changes in business, market, or technology. The single objective for the Sprint created in Sprint Planning - Explains why the work in the Sprint Backlog is valuable **Sprint Goal**  $\odot \odot$ - A good Sprint Goal provides focus, flexibility and purpose Every Sprint must have a Sprint Goal. Created by the Scrum Team. A transparent description of the quality measures required for the product. Definition of **Q** 🗊 Work that is not part of an Increment unless it meets the Definition of Done Done Created by the Scrum Team.

The Sprint

Sprint

Planning

**Daily Scrum** 

**Sprint Review** 

Sprint

Retrospective

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### Other Related Terms

- Empiricism Scrum is founded on empiricism. The pillars of which are: Transparency, Inspection & Adaptation. Timebox Maximum permitted time for activity or event. Stakeholders People external to the Scrum Team with a specific interest in and knowledge of the product.
- Refinement The activity in which the Product Owner and the Developers add detail to the Product Backlog.
- Ready PBIs that can be Done in one Sprint are deemed ready for selection in Sprint Planning.

- PBI's Product Backlog items.
   Scrum Values Commitment, Focus, Openness, Respect, and Courage.
   Accountable Ensures that certain things happen. May delegate responsibility but always remains accountable.
   Responsible Carries out the activity day to day. May also be accountable for the activity.
- Commitment Dedicated to an activity, a pledge or undertaking. Usable Able or fit to be used. It works! Valuable Useful or beneficial.

- Velocity An optional indication of the amount of Product Backlog turned into an Increment during a Sprint. Ordered List - A collection of related objects in which order matters and each object has a unique index
- Must A mandatory element. Required. Should Recommended, but not mandatory. Optional.

## Learn More At

# TheScrumMaster.co.uk/LearnScrum



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