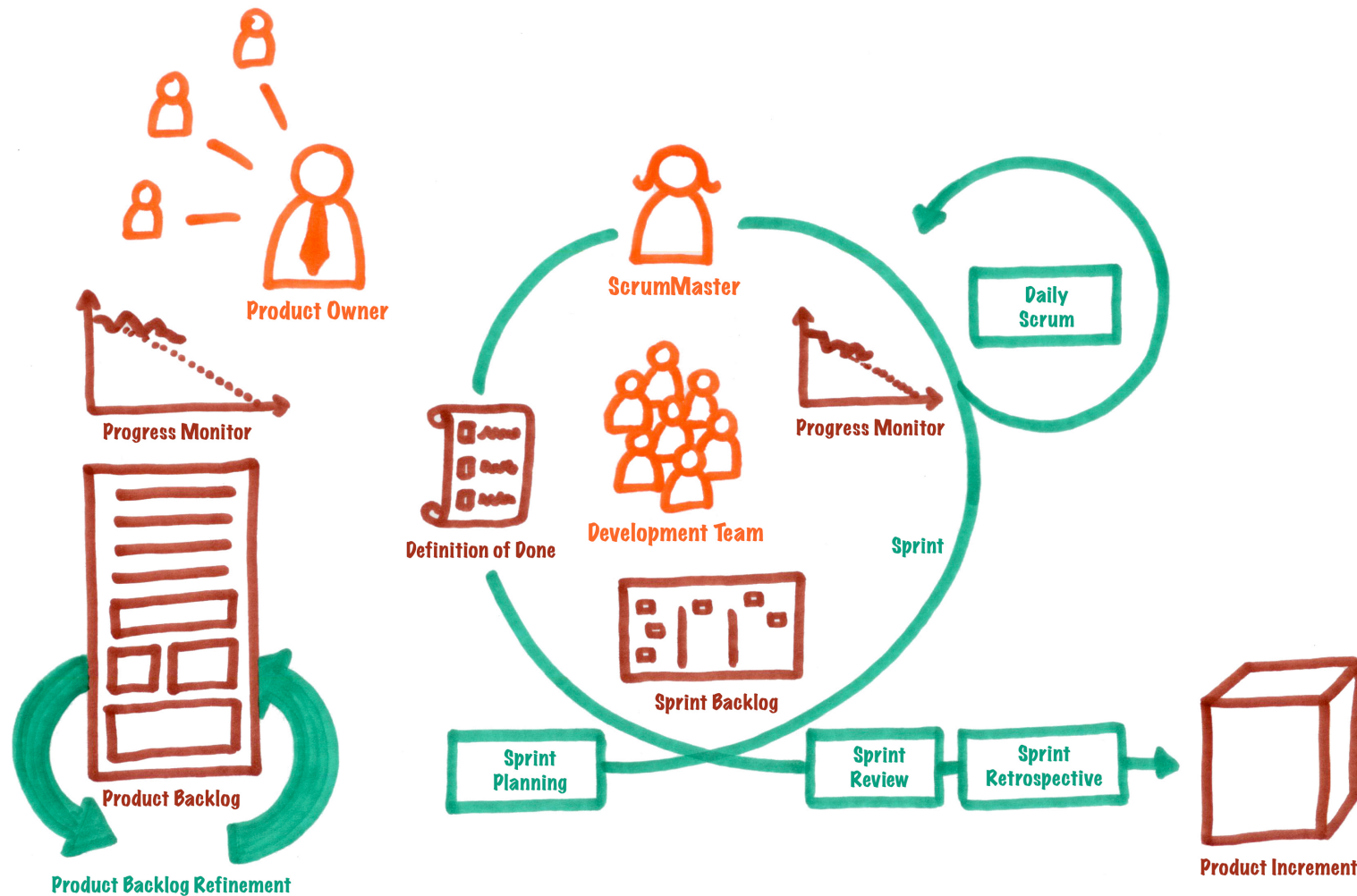


Scrum in a nutshell

Scrum is a framework for building products. The goal of Scrum is to do this with a self-organizing team using short, timeboxed iterations that each deliver a potentially shippable increment of the product. This way, Scrum maximizes control, flexibility, quality and return on investment.

Scrum requires and builds respect, focus, commitment, courage and openness.



Scrum rituals

Sprint

Fixed timebox (between 1 and 4 weeks) in which the Scrum team delivers a 'done' Product Increment.

Product Backlog Refinement

Ongoing activity done by the entire Scrum Team to prepare the Product Backlog for the upcoming Sprint(s). Includes adding, splitting, detailing, estimating and ordering of Product Backlog items.

Sprint Planning

A timeboxed meeting with the entire Scrum Team to forecast and plan the Sprint. The Scrum Team decides what and how much work is pulled from the Product Backlog into the Sprint Backlog and agrees on how to get this work done.

Daily Scrum

Short, timeboxed and daily meeting for the Development Team to track its progress during the Sprint and to assure the Sprint goal is reached.

Sprint Review

Timeboxed meeting for the Scrum Team and stakeholders to review the delivered Product Increment at the end of the Sprint.

Sprint Retrospective

Timeboxed meeting for the Scrum Team to discuss what went well and wrong in the Sprint and to define and plan improvements for the future.

Scrum roles

Product Owner

The single person responsible for maximizing the value of the delivered Product. He/she does this by refining and ordering the Product Backlog, collaborating with the Development Team and stakeholders and visualizing the progress of the product.



ScrumMaster

A servant leader that supports the Scrum Team and organization to implement Scrum well. The ScrumMaster also supports the organization and team in removing all impediments that are keeping the team from improving.



Development Team

A small, self-organizing team that is cross-functional and therefore includes all necessary skills and knowledge needed to deliver a 'done' Product Increment every Sprint.



Scrum artifacts

Product Backlog

An ordered list of Product Backlog items that represent all requirements, needs and ideas for the product. This is the only source of work for the Development Team.

Definition of Done

A shared understanding between Product Owner, Development Team and stakeholders about what it means for any Product Backlog item to be considered 'done'.

Sprint Backlog

The list of refined Product Backlog items that are selected to be delivered in the current Sprint, together with the team's plan for accomplishing the work. This plan often includes a task breakdown of the Product Backlog items.

Product Increment

A potentially shippable increment of the product. Every Sprint should result in a new Product Increment that meets the Definition of Done.

Progress Monitors

Any artifact created by the Scrum Team to assure transparency about the status and progress of the product. Typical Progress Monitors include task boards and burndown charts.