SCRUM FRAMEWORK
alignment of processes, concepts, and artifacts

Project vision, Initial Backlog, Team Formation Environment & Logistics, Training
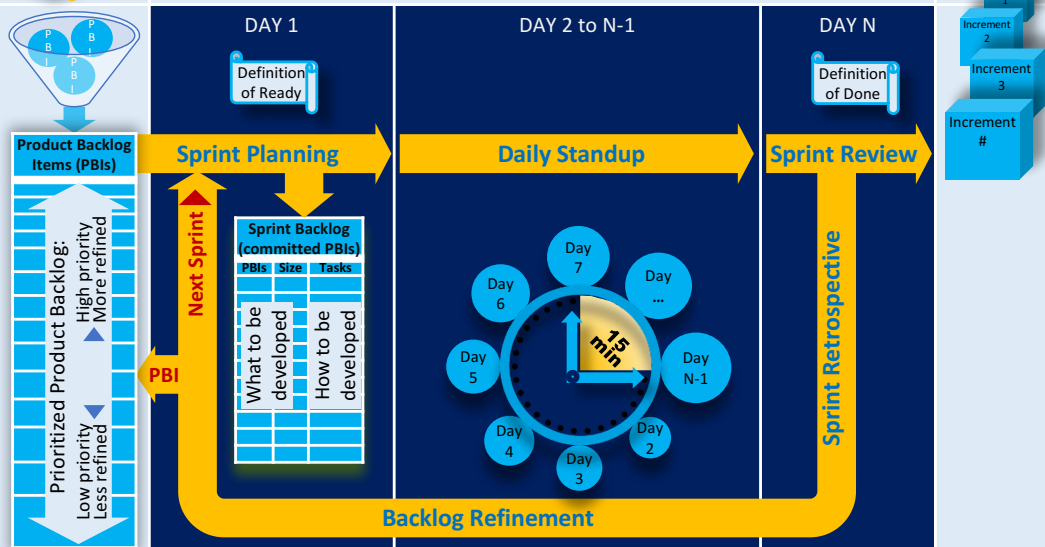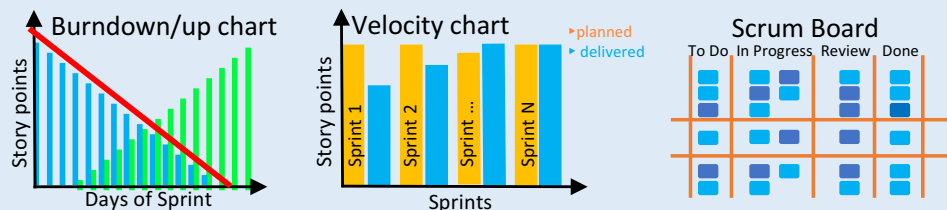
SPRINT

Potentially Shippable Product

PEOPLE, ROLES

Product Owner

Product Owner · Scrum Master · Development Team · Stakeholders

Users

VISION — Scrum is a process of transforming VISION into VALUE — **VALUE**

PROCESSES, ARTIFACTS

Product Backlog Items (PBIs)

Prioritized Product Backlog:
- High priority / More refined
- Low priority / Less refined

DAY 1 — **Definition of Ready**

DAY 2 to N-1

DAY N — **Definition of Done**

Increment 1
Increment 2
Increment 3
Increment #

Sprint Planning → **Daily Standup** → **Sprint Review**

Next Sprint / PBI

Sprint Backlog (committed PBIs)

PBIs	Size	Tasks

What to be developed / How to be developed

Day 7, Day ..., Day 6, Day N-1, Day 5, Day 2, Day 4, Day 3 — **15 min**

Sprint Retrospective

Backlog Refinement

METRICS, TOOLS

Burndown/up chart
Story points / Days of Sprint

Velocity chart
Story points / Sprints — Sprint 1, Sprint 2, Sprint ..., Sprint N — ▸planned ▸delivered

Scrum Board
To Do | In Progress | Review | Done

WHAT IS SCRUM?
Scrum is a framework that provides structure and process for continual transformation of a **VISION** into highest **VALUE** in shortest time, creative way, adaptive manner, and valuable collaboration.
This transformation happens iteratively and incrementally in series of short periods of 1 to 4 weeks (1 month) duration, called **Sprint**. Thus, Sprint is the core of Scrum framework.
Prior to first Sprint, project vision, initial backlog, team, etc. are identified.

SCRUM VALUES
Focus – focusing on a small subset of items with highest value ensures better team work and higher quality deliverable.
Courage – collaborative work of cross-functional members instils courage to tackle greater challenges than an individual could take.
Openness – co-location, meetings, and information radiators ensure team's results, works, and challenges sharing and openness.
Commitment – sprint ownership and self-organization create strong commitments to the goal.
Respect – team work and sharing sprint success and under-delivering necessitate respect and help each other become worthy of respect.

SCRUM THEORY
Founded on empiricism, which assumes that knowledge comes from experience and making decisions based on what is experientially known, Scrum enforces:
Transparency, e.g., DoD, DoR, Daily Standup
Inspection, e.g., Sprint review, product demo
Adaptation, e.g., Prioritization, sprint planning, retrospective
Retrospective allows Scrum team to inspect, improve, and adapt its process in the subsequent Sprint.

PLAN · DO · CHECK · ACT
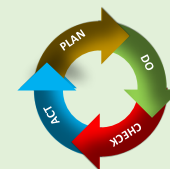
SCRUM TEAM
Scrum has three roles:
Product Owner PO: Voice of customers, manages PBIs, ensures maximum ROI, has expertise of the product
Scrum Master SM: A servant-leader who enforces Scrum practice and rules, facilitates scrum ceremonies, helps PO, sets effective collaboration, possesses coaching skills, facilitation techniques, and leadership qualities, removes obstacles, and empowers the team.
Development Team: Self-organizing, Cross-functional, Creates the Increment. Team's size is recommended 6±3 members, excluding PO and SM.
Other people involved are Stakeholders, Users, Sponsors, Customers. Stakeholders: Review increment, Provide feedback, Suggest new PBIs

SCRUM CEREMONIES
Sprint Planning | Daily Standup | Sprint Review | Sprint Retrospective
Backlog Refinement, usually consuming no more than 10% of the Development

TIMEBOX
While Daily Standup always remains 15 minutes, the following time boxes indicate maximum allotted time based on one month Sprint, reduced proportionally for shorter Sprints:
Sprint Planning 8h | Daily Standup 15 min | Sprint Review 4h | Sprint Retrospect 3h

SCRUM ARTIFACTS
Product backlog | Sprint backlog | Increment
Functionalities delivered by the Sprint are collectively referred to as an Increment
Other artifacts are: Sprint goal, DoD, DoR...
Scrum team creates, agrees on, and continually reviews **Definition of Done** (DoD) and **Definition of Ready** (DoR) throughout the project

Speaker Notes

Striking a right balance between essential information and simplicity was a daunting task when this poster was developed. It was aimed to develop a comprehensive training or reference poster to walk audience through Scrum Framework and illustrate its essential concepts.

Note: When presenting the poster, explain the concept left to right starting with the very definition of Scrum:

• Scrum is framework, whose activities transform **Idea** or Vision into a **Value** for customers in the form a of a product. This is shown by a straight block arrow. The activities are illustrated in details below the block arrow using additional symbols and icons;

• Boundaries of Sprint, i.e., before the first Sprint starts, there might be some work around initial backlog, team formation, setting environment and logistics, and maybe scrum training too. This is also referred Sprint zero;

• Items that make their way to the product backlog are filtered by the PO based on relevance and value, and they are and prioritized;

• Product backlog items at the top are more refined and more valuable than the ones towards the bottom as illustarted;

• While the product backlog is the **What** perspective containing user stories, epics, and ideas, the Sprint backlog is both **What** and **How** perspective when User Stories are broken into tasks to show how to implement a user story;

• Ceremonies shown in a temporal manner, i.e., what is first, second, third, and so on, and when each artifact is created;

• Days of Sprint: Day 1 is Sprint Planning, Days 2 to N-1 are Sprint Execution, day N is Sprint Review and product Demo;

• When DoR and DoD are utilized? DoR is used during Sprint Planning when the team pulls Ready user stories to Spirit Backlog, and DoD during the Sprint Review when user stories are reviewed and moved to Done;

• Each current increment is bigger than the previous, i.e., each increment is accumulation of all previous deliverables like a snowball;

• User stories that are not accepted go back to the PBI, which is illustrated by an arrow;

• The poster Illustrates **People & Roles**, **Processes & Artifacts**, **Metrics &Tools**;

• Not strictly, but it is attempted to use color consistency, e.g., orange is used for processes/activities, light blue for artifacts, etc.;

• Although rich in illustrations, yet, on the right section, it contains important definitions and information about Scrum.