

Scrum

... is a team based framework to deliver high quality complex products.

Scrum creates agile teams and organisations - lively and quick - by applying these **principles**:

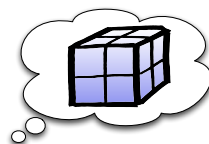
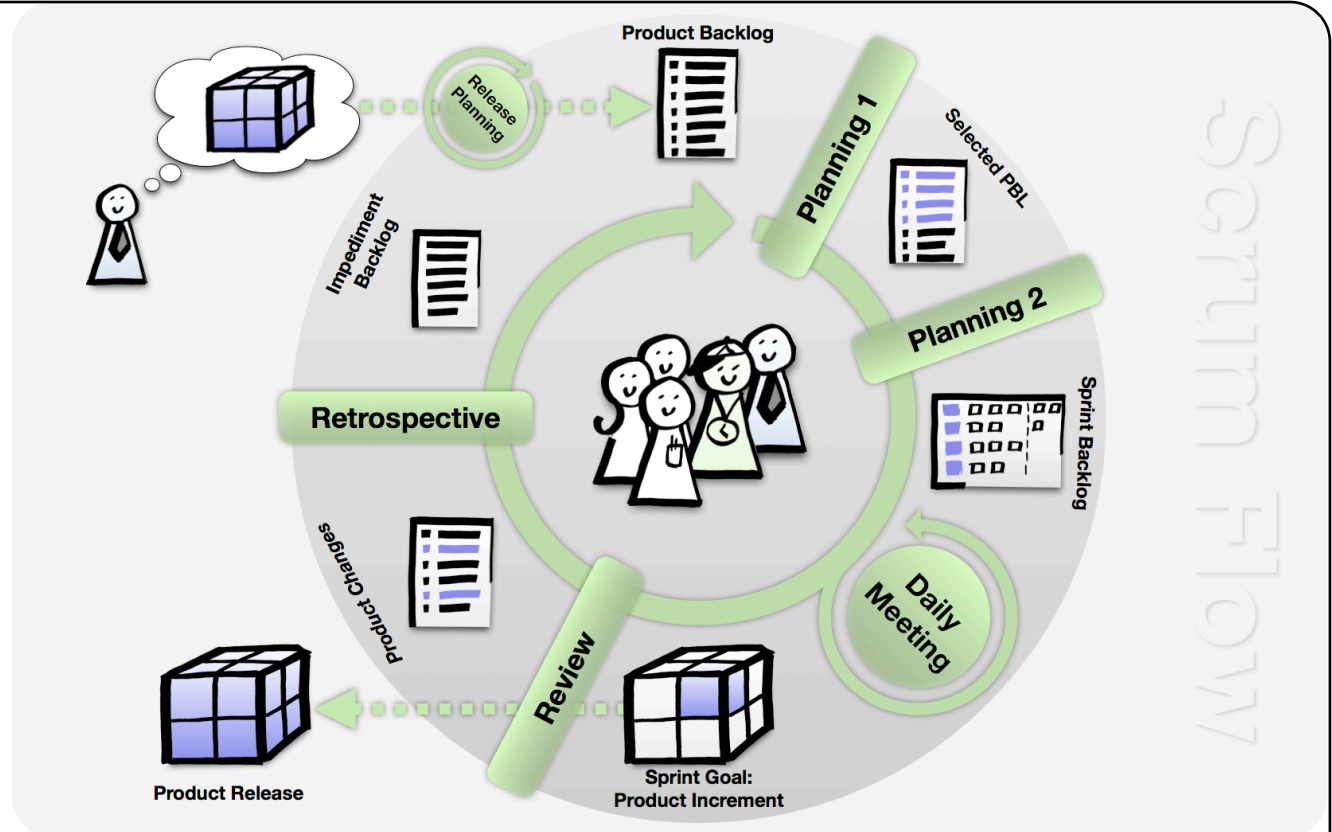
- Early and frequent deliveries
- Empowered self-organising teams
- Inspect and adapt
- Transparency and honesty
- Time-Boxes

Scrum is based on a small set of very effective **rules**, **roles** and **time-boxes** to deploy these principles:

The Sprint is a constant length time span of 2-4 weeks. The objective of each Sprint is the delivery of a completed product increment. All work on the product is done within the Sprint. The completed product is technically ready for shipment at the end of each Sprint.

Occasionally, several Sprints are necessary to deliver a product that creates added value for a user.

The execution of a Sprint is called **Scrum-Flow**.



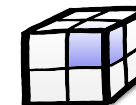
The Vision is a clear and compelling picture of the desired product.

The Product-Backlog prioritises all necessary requirements to achieve maximum business value.

The priority of a Product Backlog entry can change any time. Requirements can be added or removed.



The Selected-Product-Backlog is the result of **Sprint Planning**. It defines the delivery the team committed for a given Sprint.



The Sprint Goal is a completed product increment. The Sprint Goal describes what it means to be done.

The Sprint-Backlog is updated every day to display the open tasks for the team to accomplish the Sprint Goal and deliver the product increment.



The Impediment Backlog contains everything that needs improvement within or around the team. The **ScrumMaster** takes care for its completion.



The Team is set up cross-functional. It comprises all knowledge and skill to deliver the product. It commits to achieving the Sprint Goal, and receives unlimited support by organisation and client to do so.

The Product-Owner represents the customer and all stakeholders. He is responsible for the success of the product. He communicates the product vision, and provides a well-formulated, prioritised and measurable Product Backlog.



The ScrumMaster is the team coach and facilitator. He ensures the agile values are respected and the Scrum rules are followed. He teaches the Product Owner how to maximise ROI, and helps the team to become more productive.



Release Planning: The team estimates the Product Backlog and provides the foundations for release planning.

Sprint-Planning 1: Product Owner and team determine Sprint Goal and Selected Product Backlog.

Sprint-Planning 2: The team discusses the design and creates their work plan, the Sprint Backlog. The tasks in the Sprint Backlog should not exceed one work day.

Daily Scrum: The team synchronise their work every day at the same place and time. This meeting does not exceed 15 minutes.

Sprint-Review-Meeting: Team and Product Owner inspect the Product Increment and determine, if they have achieved the Sprint Goal. Changes, rework and defects are identified and added to the Product Backlog.

Sprint Retrospective: The ScrumMaster facilitates the inspection of the previous Sprint. The team identifies success patterns and issues, improves their collaboration and identifies improvement chances.

Scrum benefits for your organisation

Particular useful effects „agile organisations“ have experienced:

- Increased customer satisfaction - for instance by reduction of response time and duration of delivery.
- Increased efficiency - better quality of processes and products
- Improved team collaboration - especially in high pressure conditions
- Clear processes - simple rules, focus on intensive communication
- Transparency about weaknesses - in the project and in the entire organisation

How to start with Scrum?

*Scrum can be introduced best by a vision based, iterative and structured approach with clear roles and rules. The key factors for **successful change management** are:*

- A shared picture about Scrum. What is it? What does it do? What does it need?
- A tailored qualification of key function bearers (see Scrum roles)
- A pilot project - early adaptors demonstrate that Scrum works
- A concept for knowledge transfer on all organisational levels
- Careful evaluation, internal marketing and multiplication of the pilot project



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