Are We Done Yet?

Team Charter, Definition of Ready, Definition of Done
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Scrum Overview

Product Vision

Roadmap

Idea

Initiation

Plan

Release

Plan

Release

Plan

Release

Plan

Sprint

Review

Retro

Plan

Sprint

Review

Retro

Day

Day

Day

Daily Scrum

Time
Project Charter – Top down driven document

Team Charter – Team created working agreements
<table>
<thead>
<tr>
<th>Project Charter</th>
<th>Team Charter</th>
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</thead>
<tbody>
<tr>
<td>• Goals</td>
<td>• Project understanding</td>
</tr>
<tr>
<td>• Success Criteria</td>
<td>• Team rules / working agreements</td>
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<tr>
<td>• Constraints</td>
<td>• Schedule</td>
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<tr>
<td>• People and resources</td>
<td>• Definition of Ready</td>
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<tr>
<td>• Milestones</td>
<td>• Definition of Done</td>
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What is the goal of this session?
What are key team issues facing your team?

Think of working agreements to address these issues.
Sprint Schedule
Software from requirements to production
Ready to start

PBI

Sprint

Release
Definition of Ready

- Defines when the Product Backlog Items are ready for the team to consume
- Use INVEST as a guide

Sample:
- Story defined and written
- Story traceable to source document (where appropriate)
- Acceptance criteria defined
- Dependencies identified
- Size estimated by delivery team
- User experience included (where appropriate)
- Performance criteria identified (where appropriate)
- Person who will accept the user story is identified
- Team has a good idea about how to demo the user story
Product Backlog Refinement

- Add
- Split
- Reorder

Granularity:
- Fine
- Coarse

High priority to next Sprint

Remove
Definition of Done*

- DoD is a checklist of valuable activities required to produce software.
- DoD is the primary reporting mechanism for team members.
- DoD is informed by reality.
- DoD is not static.
- DoD is an auditable checklist.

*from Dhaval Panchal, http://www.scrumalliance.org/articles/105-what-is-definition-of-done-dod
www.excella.com
Definition of Done

Definition of Done for the PBI

- Acceptance Criteria

Definition of Done for the Sprint

- Browser Tested

Definition of Done for the Release

- Security Testing
- Stress Testing
Definition of Done

Definition of Done for the PBI
- Acceptance Criteria
- Browser Tested

Definition of Done for the Sprint
- Security Testing
- Stress Testing

Definition of Done for the Release
Why should we create a team charter?

Who is accountable to making sure the team follows the team charter?
Excella Consulting

Experience and Expertise in Agile Solutions

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– Training
– Assessments

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– Agile Development Teams
– Agile PMO

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– Certified Scrum Product Owner (CSPO): The Agile Business Analyst
– Advanced Certified Scrum Product Owner (CSPO)
– Certified Scrum Developer (CSD)
– Agile Testing
– Agile Business Intelligence and Data Warehousing
– Automated Acceptance Testing – Great for Analysts and Testers!!

See [http://www.excella.com/training](http://www.excella.com/training) for more information
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