

## Scrum Mast

### Agile and Scrum Basics

- Agile and lean values and principles
- Contrasting agile and waterfall methods
- Agile roles and responsibilities
- The agile project manager
- The agile business analyst
- The agile team environment
- Sprint Zero activities
- Envisioning the product
- Activity: Envision the product

### Building the Product Backlog

- Identifying user roles
- Creating personas
- Activity: Identify user roles and create a persona
- User story components: The 3 C's
- Guidelines for writing user stories
- Identifying story "smells" to avoid
- Story writing workshops
- Deriving user stories from epics
- Activity: Derive user stories from an epic

### Planning a Sprint

- The sprint planning process
- Selecting user stories for a sprint
- Ordering the Product Backlog
- Activity: Order user stories using the MoSCoW rules
- Getting stories ready and done
- Defining acceptance criteria for user stories
- Activity: Define acceptance criteria
- Estimating user stories
- Story points and ideal days
- Estimating with Planning Poker
- Activity: Estimate user stories with Planning Poker
- Selecting a sprint length

- Forecasting velocity and team capacity
- Activity: Calculate team capacity
- Decomposing stories into tasks
- Estimating tasks
- Creating a sprint plan on the Team Board
- Activity: Create a sprint plan

## **Running a Sprint**

- Sprint ceremonies
- The Daily Scrum meeting
- Updating the Team Board
- Using burndown charts to track progress
- Activity: Simulate a daily stand-up
- The Sprint Review meeting
- Refining the project backlog
- Negotiating changes during an iteration
- Techniques for thinning user stories
- Guidelines for re-estimating stories
- Agile technical practices
- Releasing software into production

## **Adapting and Scaling Agile**

- Adapting agile methods
- Conditions for success for implementing agile methods
- Motivations for implementing agile methods
- Scaling agile methods
- Methods used to scale agile methods for larger teams
- Release planning
- Communication considerations for agile teams
- Agile retrospectives
- Course summary
- Activity: Course retrospective