

Applying Scrum to Your Project



Identify Your Cross-functional Team

Team Members	Skills this member brings to your team

Identify a Product Owner and Scrum Master

Product Owner

The Product Owner is a person with the vision about what you are going to do, make or accomplish. This person manages the backlog and helps teams decide what should be created and in what order. The teams report to the Product Owner. The product owner decides when a story product is ready to be sent to a user, customer or client for feedback.

The Product Owner must be:

- Knowledgeable and passionate about the domain
- Empowered to make decisions
- Available to and in constant dialog with the team
- Accountable for the value of the products produced by the team

[What is a Product Owner?](#)

Scrum Master

The Scrum Master is a team member who coaches the team through the Scrum process and helps them eliminate barriers that are slowing them down. They initiate and facilitate all Scrum meetings: Sprint Planning, Sprint Review, Sprint Retrospective and Daily Stand Up meeting.

[What is a Scrum Master?](#)



Build Your Backlog

Use your stories to build your Product Backlog. Write as many stories as you possibly can about your prototype. The backlog is a list of everything that could be done by the team in order of priority. You may not complete all of these stories. They will change with time.

To build your backlog:

- Build empathy
- Write stories around your users' needs
- Rate and prioritize stories

[What is a Product Backlog?](#)

Make Your Work Visible

Build a Scrum Board

Research Scrum boards to choose one that works for your team. Some are simply columns of Do, Review, and Done. Some include the entire Product Backlog and Sprint Backlog. Some break each story down into tasks. A [Google Image Search](#) is a good way to begin. Will your Scrum Board be physical in your work space or virtual?

[Using a Scrum Board – YouTube Video](#)

Consider a Burndown Chart

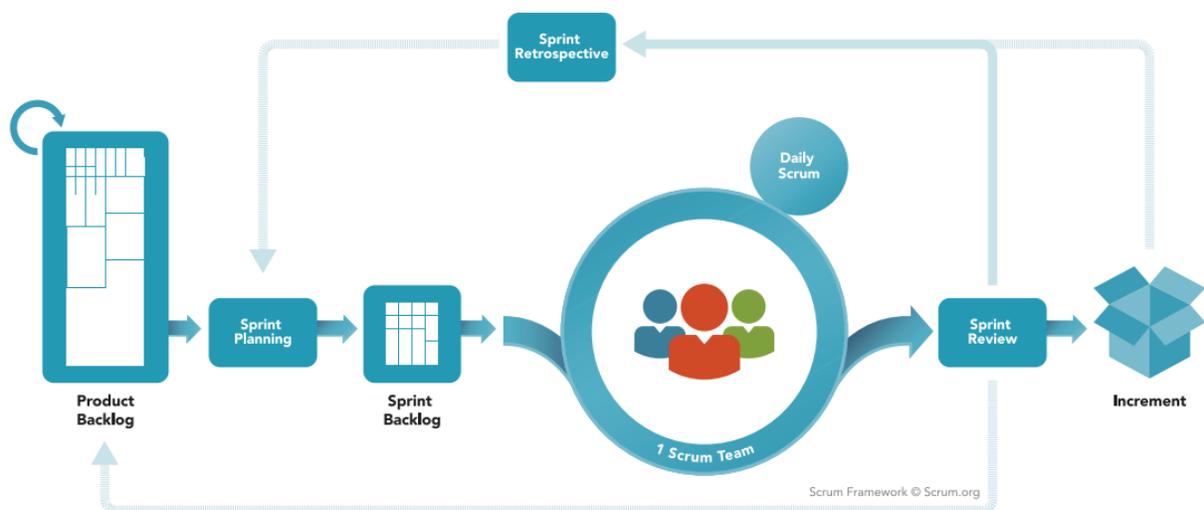
This chart is simply the number of story points graphed over time. This chart can help you see if your team is improving in production and estimate when your work will be completed. This article from the Scrum Institute has a nice example: [Scrum Burndown Chart](#)

Create Norms and Community for Working Together



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Get Started and Sprint



[Scrum Framework](#)

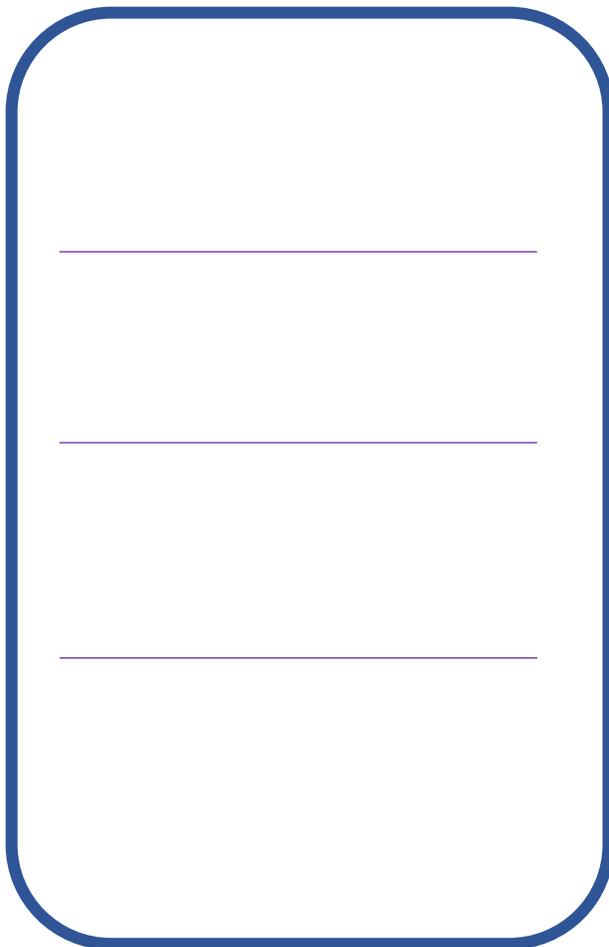
[Scrum Values](#)

[Scrum.org – Official Scrum Guide](#)

Adjust the Process as You Go

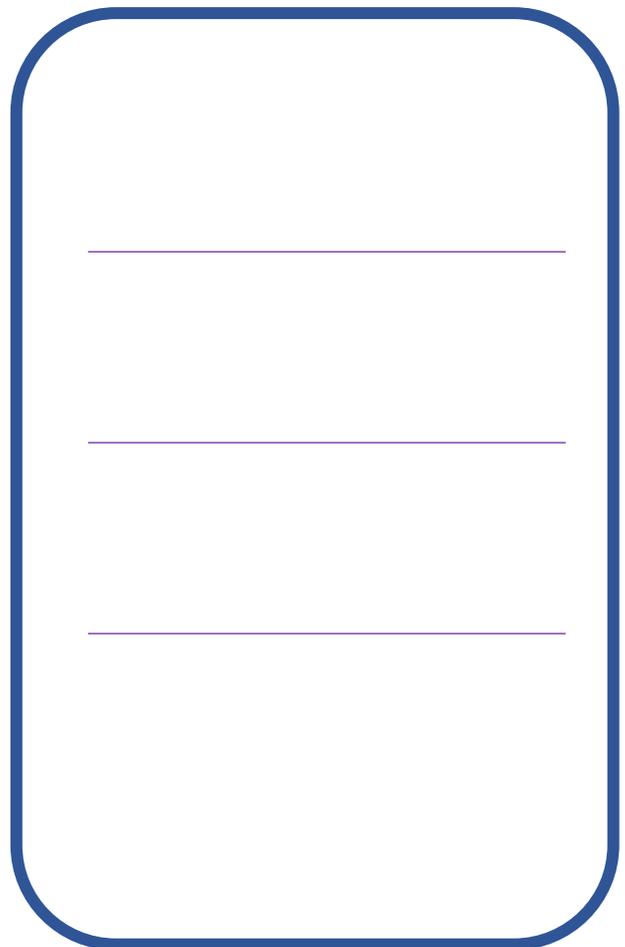
Scrum is an agile management approach. Choose the pieces that work for you and abandon those that don't. Scrum does not work for every project that you develop.

What are Your Next Steps?



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Who will be Responsible?



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