

# Alpha Team Daily Standup

11/27/2018

## Team Roster

- Mary (Scrum Master)
- Jane (Product Owner)
- Brandon
- Malaesh
- Tony
- Julie (remote)
- Jules (remote)
- Josh (remote)

*\*missing*

## Evaluation

1 min - 5 max

- See observations for examples.
- Not all areas assessed each time.
- Unevaluated areas remain blank.
- Assessment (based on Scrum Guide & coaches adoption experience)
  - 1 - 2 below average
  - 3 - 4 average
  - 5 above average

## Scrum Values

Characteristic	Evaluation
Openness	4
*Focus	3
Courage	
Commitment	
Respect	4

*\*Examples that impact focus*

- Team not dedicated.
- Select team members not dedicated.
- Team not co-located.
- Unexpected non-scrum related responsibilities.

## Lean Wastes

-1 min through -5 max

Characteristic	Evaluation
Muda (no value)	
Mura (flow)	
Muri (allocation)	

- Lower number indicates occasional occurrences
- Higher number indicates debilitating waste causing repeated blockers

### Understanding & Use of Scrum

Scrum Theme	Characteristic	Evaluation
Roles	Product Owner	4
Roles	Scrum Master	4
Roles	Dev Team	4
Dev Team	Self-organized	4
Dev Team	Cross-functional	
Events	Sprint Planning	
Events	Sprint Execution*	
Events	Daily Scrum	4
Events	Sprint Review	
Events	Retrospective	
Artifacts	Product Backlog	
Artifacts	Sprint Backlog	
Artifacts	Increment**	
Pillars	Artifact Transparency	
Pillars	Inspection	
Pillars	Adaptation	

#### \*Sprint Execution Examples

- Steady burn-down
- No new stories added to sprint
- No estimation change during sprint
- No stories not reaching DONE being rolled-forward
- No or not observed Definition of Done, Definition of Ready and Team Working Agreement.

#### \*\*Increment Examples

- Must be inspectable and in useable condition
- Must meet the Scrum Team's definition of "Done"

### Discussion

- 3478 - finished development. Pushed to QA

- 3578 - just finished prior to standup
- 3557 - started today
- Worked on UAT
- "Commission submissions" story under test
- Continue testing commissions and refunds
- Continue UAT
- Created TR for current sprint
- Created new sub-tasks for CGR updates
- Continue working on backlog prioritization
- Looked at BDD review stories
- Will begin working on Fitness test cases
- Product Owner asked a few questions concerning the team's next demo.
- Brandon had a couple of questions for the Product Owner.

## Observations

- **Product Owner** remains engaged, knowledgeable and empowered.
- **Scrum Roles** continue to be well understood and respected.
- Team easily **self-organizes** around tasks, and supporting each other.
- **Focus** :: the team has two members full-time. Others are 50% or greater engaged with the project. The lack of dedicated involvement does not appear to impact the project, but does require reduced **focus** due to context switching.
- **Daily Scrum** completed well within the time box, with a brief parking lot discussion.
- **Openness** :: Team is **open** discussing issues, asking for help or gathering and receiving needed information.
- **Respect** :: Team expresses a high degree of respect. Each trusts the other is doing their best. No relational tension detected.