

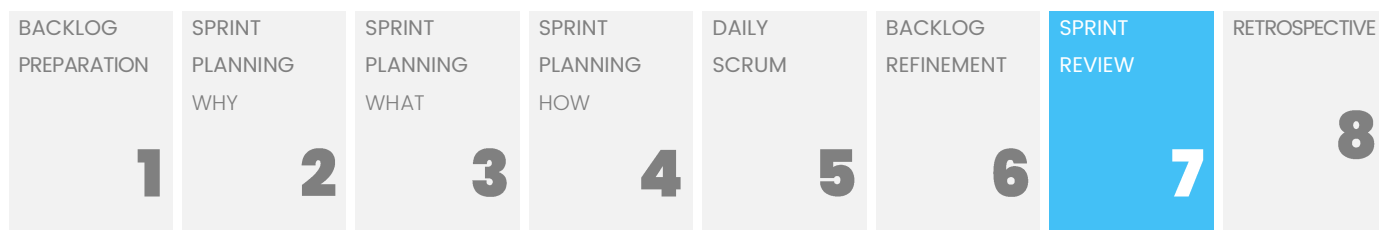
WHAT IS SPRINT REVIEW?

SPRINT REVIEW

The Sprint Review serves to inspect the outcome of the Sprint, get feedback from stakeholders, and determine future adaptations of the product or service the Scrum Team is working to deliver.

SCRUM CHECKLIST

SPRINT REVIEW



The Sprint Review is held on the last day of the Sprint to inspect the Increment and adapt the Product Backlog. During the event, the Scrum Team and stakeholders review what was accomplished in the Sprint and what has changed in their environment. Based on this information, attendees collaborate on what to do next. The Product Backlog may also be adjusted to meet new opportunities. The Sprint Review is a working session and the Scrum Team should avoid limiting it to a presentation.

PURPOSE

The Sprint Review is one of five events in Scrum. Its purpose is to inspect the Increment of work, get feedback, and then adapt the Product Backlog. And while many people refer to the Sprint Review as the “demo” or “showcase”, this is only one aspect of the Sprint Review.

Time-box: Maximum of four (4) hours for a one-month Sprint. For shorter Sprints, the event is usually shorter.

WHO ATTENDS?

Role	RACI Governance Model
Scrum Team – Scrum Master, Product Owner, Developers (people in the team developing the product)	Accountable
Scrum Master	Responsible (Facilitator)
Subject Matter Experts (SMEs)	Consult
Interested stakeholders	Consult

KEY ARTEFACTS

- Increment** – The Increment is inspected during the Sprint Review. The Increment is a concrete stepping stone toward the Product Goal. Each Increment is additive to all prior Increments and thoroughly verified, ensuring that all Increments work together. In order to provide value, the Increment must be usable. Work cannot be considered part of an Increment unless it meets the Definition of Done.

- **Product Backlog** – The Product Backlog is an emergent, ordered list of what is needed to improve the product and achieve the product’s goal. It is the single source of work undertaken by the Scrum Team. Discussions during Sprint Planning about the future of the product’s direction result in new Product Backlog items being added to the Product Backlog and the Product Backlog adjusted to meet new opportunities.



AGENDA

Scrum Master

- Introduces the agenda and facilitates the event.
- Clarifies the rationale for the event.
- Indicates the time-box for the event.

Product Owner

- Introduces the objectives going into the Sprint, the Sprint Goal, and how these contribute to the Product Goal.
- Introduces key stakeholders they’ve invited.

Scrum Team – Product Owner, Scrum Master and Developers – and Stakeholders

- Review what was accomplished in the Sprint
- Review what has changed in their environment.
- Based on this information, attendees collaborate on what to do next.
- Adjusts the Product Backlog and adds new Product Backlog items to meet new opportunities.
- Reviews the timeline, budget, potential capabilities, and marketplace for the next anticipated releases of functionality or capability of the product.
- Projects likely target and delivery dates based on progress to date if needed.



KEY OUTCOMES

- The Sprint Review is a working session and the Scrum Team should avoid limiting it to a presentation.
- The Increment is inspected and the Product Backlog is adapted.
- The Increment of Done is transparent.
- The Product Backlog is revised and reflects the probable Product Backlog items for the next Sprint.



COMMITMENT

- Developers commit to conforming to the Definition of Done – the formal description of the state of the Increment when it meets the quality measures required for the product. The Sprint must contain a potentially releasable Increment.
- Developers commit to achieving the Sprint Goal. It provides flexibility in terms of the exact work needed to achieve it, while creating focus, encouraging the Scrum Team to work together rather than on separate initiatives.



KEY CONSIDERATIONS

- The Sprint Review isn’t a “Demo” or “Showcase”. It should focus on inspecting the whole potentially releasable Increment and adapting the Product Backlog.
- The Team should demonstrate its Increment and that work meets the Definition of Done.
- Multiple Increments may be created within a Sprint. The sum of the Increments is presented at the Sprint Review thus supporting empiricism. However, an Increment may be delivered to stakeholders prior to the end of the Sprint. The Sprint Review should never be considered a gate to releasing value.

- Work cannot be considered part of an Increment unless it meets the Definition of Done.



COMMON OBSTACLES TO AVOID

- Don't come to Sprint Review without doing some preparation. Relating the events of a Sprint and demonstrating to stakeholders that the Increment meets the Definition of Done often requires a few hours of preparation from the whole Scrum Team.
- The Sprint Review should never be considered a gate to releasing value.
- A "demo" is delivered and no feedback is elicited from stakeholders or the Product Owner.
- The Product Backlog is not adapted based on feedback or changes to the product's environment.
- Demo by PowerPoint.
- Not inspecting the Increment.
- Not involving stakeholders in Sprint Review.
- Cancelling the Review because the Product Owner has seen a "demo" of software throughout the Sprint.

ABOUT ZEN EX MACHINA

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