MILESTONE

Providing Stepping Stones
Along the Path to Success

THE
MATHIS
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A WOMAN-OWNED
SMALL BUSINESS

SCRUM
CEREMONIES

Scrum is a project management methodology that delivers software, hardware, marketing, products, services, and complex projects with a non-complex structure. It allows the transfer of knowledge to be fast and the change management to have versatility and speed. Scrum is not controlled by the project manager and the traditional control model. Its focus is on transparency by allowing all team members to share the information.

While a Waterfall methodology plans the entire project before it begins, Scrum uses sprints. Sprints are a 4-8-week period where prioritized backlog items are turned into products, software, or workable features. Sprint features are controlled by the Product Owner who selects the features for completion that support the sprint goals. During each sprint, there are four ceremonies used to make sure everyone working on the project is in sync.

Sprint Planning
Sprint planning involves planning with the project team and Product Owner. Prior to the planning meeting, the Product Owner will prioritize the list of product backlog items to be completed during the sprint. During the meeting, the team and Product Owner work together to estimate how long it will take to complete these items. Some sprint planning meetings use this time to work out the details of each item.

Daily Stand-Up Meetings
This short 15-minute meeting is a normal part of the accountability, updates, and projections of the work. It focuses on three main questions: What have you accomplished since the last meeting? What will you accomplish today? What hurdles or obstacles are you facing? Steps must be taken to prevent stand-up meetings from becoming a status meeting, problem-solving meeting, or complaint session. A daily stand-up is not the time to give an update on the entire project. If the meeting starts to go beyond the three main questions, create another meeting for those discussions.

Sprint Review Meetings
Sprint review meetings happen at the end of the sprint. The purpose of this meeting is to give the customers or stakeholders an overview of the progress for the current sprint. The team presents only completed work or work defined as done to the stakeholders of the project. They will demonstrate the features of the sprint and receive feedback from the stakeholders.

Retrospective Meeting
There are two types of retrospectives: those conducted at the end of an iteration and those conducted at the end of the project. Both are similar to a Lessons Learned in a Waterfall methodology. During this meeting, team members will discuss what worked well on the iteration or project and what areas need improvement. These areas are documented for future reference.

Each of these ceremonies is done several times throughout the life of the project. Once one sprint has finished, it's time to start the process over again for the next sprint. Understanding the purpose of each ceremony will help you avoid wasted time during the meeting.

SCRUM PROJECT MANAGEMENT - 3 DAY
RUNNING PROJECTS LEANER AND FASTER

PDUs - 19.5
PMI's Talent Triangle Breakdown
Ways of Working - 15.00
Power Skills - 4.50

face-to-face

virtual
instructor-led

Course Description: In the early 1990s, Ken Schwaber and Jeff Sutherland created Scrum as a simplified project management approach. The goal of Scrum is to produce software or a product every 30 days for the customer. While Scrum is a straightforward process, it is not easy to put into place and maintain. It is also not simple to shift from traditional project management to Scrum methodologies and cultures. During this three-day course, participants will examine the beginning framework of Scrum, the roles and responsibilities of team members, and each aspect of running projects using Scrum methodologies. Students will learn how to shift the roles from a traditional project manager to ScrumMaster. The course will include situations to challenge participants with what Scrum is and is not.

Course Objectives:

Objective 1: History of Scrum
The success factors of Scrum Project Management
The principles of Scrum Project Management
The roles of the Scrum Project Management

Objective 4: Define Scrum Events - Ceremonies
Sprints
Sprint planning
Sprint review meetings

Objective 5: Review Scrum Artifacts
Product Backlog
Sprint Backlog
Release Backlog

Objective 2: Define Scrum Roles and Responsibilities
ScrumMaster
Product Owner
Team Members (Development Team, Product Team)

Objective 3: Describe Scrum and Its Success Factors
The Scrum methodology and how/why it is successful
The when and how the hybrid project management approach utilizes traditional and Scrum

Objective 6: Identify the Sprint Review
Single team reviews
Multiple team reviews
Publisher stakeholders

Objective 7: Launching Scrum
Apprentice Stage
Journeyman Stage
Master Stage

Objective 8: Planning a Scrum Project
Estimating the work on the Product Backlog
Discuss the definition of done
Determine the challenges with suggested changes

Objective 9: Estimate a Scrum Project
Creating user stories
Estimating user stories
Committing user stories

Objective 10: Contracting Challenges in a Scrum Project
Fixed-price contracts
Cost-plus contracts
Time and materials

Objective 11: Communicating in a Scrum Project
Benefits of communicating with team members
Co-location and collaboration with team members

Objective 12: Providing value-driven delivery
Defining value-driven
Importance of value-driven justification
Continuous value justification
Earned value analysis

Objective 13: Defining quality initiatives
Acceptance criteria for quality and the prioritization backlog
Quality control and assurance
PDCA – Plan, Do, Check, Act cycle

Objective 14: Defining risk and reducing it
Risk identification
Risk assessment
Risk prioritization
Risk contingency

Objective 15: Retrospectives and Continuous Improvements
Process for conducting retrospectives
Process for conducting continuous improvements
Process for applying retrospectives
Process for applying continuous improvements

The Mathis Group, Inc.
A Woman-Owned Small Business (WOSB)

Providing quality, customized training and consulting services that inspire, educate, and equip organizations to be better tomorrow than they are today.

DR. KEITH MATHIS, PMP, PMI-ACP, CSP-SM, CSP-PO
WANDA MATHIS, M.ED. PMI-ACP

PROJECT MANAGEMENT TRAINING
OVER 60 PROJECT MANAGEMENT COURSES REGISTERED WITH PMI

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Since 1993, The Mathis Group has been helping organizations change worker productivity and behavior.

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MARKETING
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COMPANY MANDATE

The Mathis Group provides training and consulting that will impact the organization and individual while maintaining an outstanding reputation for success and integrity.

VALUES STATEMENT

Every person has worth and should be treated with respect.

AREAS OF EXPERTISE

- Curriculum Design
- Project Management
- Organizational Behavior and Development
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- Strategic Planning
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- Leadership
- Customer Service
- Supervisory Leadership
- Hybrid Project Management

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Hybrid Project Management: Blending Traditional and Agile Approaches for Project Success

November 8-9

Hybrid Project Management is popular because it combines both Traditional and Agile project management methodologies to plan any project regardless of the industry. This 2-day course includes teaching and activities that move beyond using the two popular approaches. It includes seldom discussed areas such as adjusting organizational culture, communication, and authority to support a hybrid environment. It will give participants skills and techniques for blending a project pproach that matches the project to increase success, as well as expand the participants' principles and core knowledge of hybrid project management. At the completion of this class, you will receive 13 PDUs.

Register today for the low cost of $299. Space is limited, so register soon!
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