



CERTIFIED SCRUM MASTER

"The Servant Leader that holds the team in balance"

According to the Annual State of Agile Report by Version One, a whopping 94% of their respondents are already practicing Scrum in their organizations. This signifies the proliferation of scrum teams and the need for a pivotal person, the Scrum Master, has never been so critical in determining the success or failure of the scrum team. In an agile environment, the Scrum Master plays a vital role in removing the team's impediment, facilitating daily scrum meets, and makes sure that the team follows the principles and processes of Scrum. However, as most organizations still follow the traditional waterfall method, most Scrum Masters face the additional challenge on how to adopt and apply the Agile Methodology into their existing organizational design.

The **Certified Scrum Master** is a 2-day Certification Program that will help you fit into the role and become the Scrum Master that your team needs. In this program, you will learn the differences in the roles and responsibilities between the Scrum Master and the Product Owner, how to correctly facilitate and successfully run Scrum Meetings, Deploy the Scrum methodology and managing sprint backlog and the scrum team.



OCTOBER 26 - 27, 2017



2 DAYS



MAKATI CITY

Learning Objectives

At the end of the program, participants are expected to:

- Understand the Scrum Framework at a higher level, and implement practical, project-proven practices.
- Learn how to scale Scrum from small to large and multi capacity projects.
- Promote culture of Scrum in the organization and facilitate key Scrum Meets for teams.
- Clearly differentiate the role of a Scrum Master from a Product Owner.
- Learn the importance and feature of Daily Scrum Meets in promoting team involvement and transparency.

Benefits

- Attain better product quality and higher customer satisfaction through frequent updates on customer requirements
- Develop high team spirit and engagement through team involvement.
- Deliver the highest business value by applying a flexible working strategy through an effective team structure backed by Agile processes.
- Minimize defects and increase response rate to defects through Sprint Planning, Review and Retrospect.

Target Audience

- Product Owner
- Team Member
- Scrum Master
- Software Team Members
- Product Managers and Analysts
- Project Managers
- Team Leads
- Architects
- Developers
- Testers
- CIOs and CTOs



Key Clients





Agenda

I. GENERAL KNOWLEDGE

A. AGILE MANIFESTO

B. SCRUM FOUNDATIONS

1. Empirical and defined processes
2. Sprint
 - a. Iterative and Incremental
 - b. Protected
 - c. Timeboxed
3. The Significance of "Done"
4. The Five Scrum Values
5. Applicability of Scrum

II. SCRUM ROLES

A. OVERVIEW OF SCRUM ROLES

B. SCRUMMASTER

1. Responsibilities
 - a. Process-Related Responsibilities
 - b. Acts as a Change Agent
 - c. Serves the Product Owner and Team
 - d. Removes Impediments
 - e. Coaches the Product Owner and Team
 - f. Protects the Team
 - g. Guides the Team
2. Authority

C. PRODUCT OWNER

1. Responsibilities
 - a. Drives Product Success
 - b. Creates the Product Vision
 - c. Creates and Maintains the Product Backlog
 - d. Collaborates with the Team
 - e. Collaborates with Stakeholders
 - f. Participates in Sprint meetings
2. Authority
3. Constraints
4. Single Overall Product Owner per Product
 - a. Define the role of the Product Owner in achieving the objectives of the Sprint.
 - b. Describe the importance of having a single person playing this role.
5. Organizational Respect

D. THE TEAM

1. Responsibilities
 - a. Self-Organizing and Whole Team Accountability
 - b. Delivers a Product Increment
 - c. Manages the Sprint Backlog and Sprint

Progress Tracking

- d. Participates in Sprint Meetings
2. Authority
3. Teamwork
4. Team Characteristics

E. IMPACT ON TRADITIONAL ROLES

1. No Project Manager
2. Specialists

III. SCRUM MEETINGS

A. SPRINT PLANNING MEETING

B. DAILY SCRUM MEETING

C. SPRINT REVIEW MEETING

D. SPRINT RETROSPECTIVE MEETING

E. RELEASE PLANNING MEETING

IV. SCRUM ARTIFACTS

A. PRODUCT BACKLOG

1. Definition
2. Contents
3. Management and Refinement
4. Responsibility and Participation
5. Item Readiness
6. Item Estimation

B. PRODUCT INCREMENT AND THE DEFINITION OF DONE

1. Definition of Product Increment
2. Development of a Product Increment
3. Definition of Done (DoD)
4. Understanding the DoD

C. SPRINT BACKLOG

1. Definition
2. Purpose
3. Management
4. Responsibility
5. Update Scope
6. Update Frequency

D. BURNDOWN CHARTS

1. Sprint Burndown Chart
 - a. Definition
 - b. Purpose
 - c. Responsibility
 - d. Update Frequency
2. Release Burndown Chart
 - a. Definition
 - b. Purpose
 - c. Responsibility
 - d. Update Frequency

V. SCALING SCRUM

A. WORKING WITH MULTIPLE SCRUM TEAMS

1. Scaling Teams
 - a. Team set up
 - b. Scaling up
2. Scaling Product Owners
3. Scaling the Product Backlog
4. Scaling the Sprint Meetings
 - a. Sprint Planning Meeting
 - b. Sprint Review Meeting
 - c. Sprint Retrospective Meeting
 - d. Scrum of Scrums Meeting

B. WORKING WITH DISTRIBUTED SCRUM TEAMS

1. Product Owner in a Different Location
2. Scrum Team Split among Different Locations
3. Importance of Infrastructure and Engineering Practices

Prerequisites

- There are no pre-course requirements to attend the course.
- Working background in SCRUM is an advantage but not mandatory

Trainer's Profile



The trainer has twenty-seven years of experience in project management and consultancy for systems development, professional and academic training, curriculum development, and engineering projects. He has more than 10 years of experience in the practice and facilitation of training in objectoriented development techniques and methodologies, including the Agile Approach (e.g. Rational Unified Process). His leadership is demonstrated in formulating and implementing the IT strategy of a mining company that includes building the IT skills of its officers and employees, and management and implementation of its IT systems and infrastructures. His educational credentials include Master in Information Management, Diploma in Strategic Information Systems Management (with certificate in Knowledge Management and Business Management and Business Intelligence), Master in Business Administration (candidate), and B. S. in Civil Engineering (Licensed Civil Engineer).

Materials



TRAINING MANUAL



SOFT COPY DOWNLOAD



QUICK REFERENCE POSTER



CERTIFICATE

Training Highlights

Expert Facilitator

The program is facilitated by one of our leading consultants with years of experience in consulting and training in various industries, thus, giving the participants the advantage to tap on his extensive experience to solve practical problems in their current environment.

Up-to-date Information

Provides the latest updates on best practices from industries across the globe with case studies and practical information acquired from the training and resources of our trainer.

Training Package

We provide high quality and well-researched training materials to make learning a meaningful experience for the participants. The training aids we provide to our participants are used as a quick reference resource for future use.

About APEX Global

APEX Global (The Academy for Professional excellence) is the learning solutions arm of ECCI—the leading process improvement solutions provider in Southeast Asia. Our sole aim is to promote performance excellence among professionals. We help our customers achieve greater success through effective, experiential and results-oriented training delivery. Our professional development solutions cover Trainings and Conferences, Managed Services and Learning on Demand. We organize public trainings and in-house workshops tailored for specific organizations. We help companies manage their non-core yet critical training function through end-to-end training management - starting from planning and needs analysis to program evaluation and records management. The Learning on Demand products we offer provide convenient and innovative ways for learning.



Applying the experience of training over 100,000 professionals in the last decade, a strong pool of expert trainers and facilitators with expertise in a niche array of domains and a strong regional presence, we provide an extensive portfolio of high-quality industry specific and functional programs coupled with high quality training materials to deliver our ultimate "promise"—the R.E.A.L. learning experience.