SCRUM MASTER'S DAILY CHECKLIST

ScrumDesk®
Intuitive management!
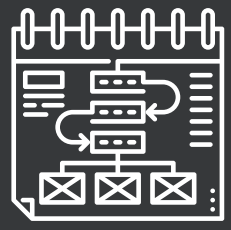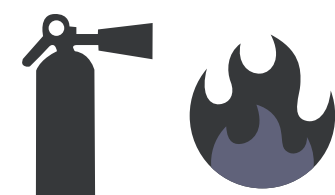
TASKBOARD

- The board is up to date

- All tasks are assigned to someone

- Stories and tasks are estimated

- Time remaining on tasks is up to date

- Team is finishing tasks before opening more

- Tasks are opened in order

- Every story has subtasks

- No new work is added without team's acceptation

IMPEDIMENTS

- Impediments are visible to everyone and assigned

- Status of impediments is managed

- Management is informed about organizational impediments

BURNDOWN CHART

- The Burndown chart is updated

- You understand the current state of implementation

- You take action based on current status indicated by the chart