

AGILE GAME DEVELOPMENT CHECKLISTS (SM ONLY)

The Agile Game Development Checklists are meant to help drive discussion about the implementation and effectiveness of agile practices (including Scrum, XP, TDD and Kanban) for a team and stakeholders.

Using the Checklists

Bring the checklists along to sprint retrospectives to discuss the absence or purpose of any practice being used. Some of the checklists focus on a role (such as ScrumMaster) in an effort to improve the implementation of that role.

Feedback

I'll be adding checklists and changing existing ones as I receive feedback from developers using them

Version

1.2 - March 7th, 2010 - Updated the SM checklist

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The Video Game ScrumMaster Checklist

The Team

	The ScrumMaster is co-located with the team
	The ScrumMaster is on no more than three teams
	The ScrumMaster focuses on removing impediments
	The ScrumMaster does not have any sprint tasks

The Daily Scrum

	The sprint backlog burndown is updated every day
	No interruptions are allowed
	Team members address the team, not just the ScrumMaster.
	No side discussions or problem solving occurs
	Everyone answers the three questions
	Task estimates are updated by the team
	Helps team reveal hidden impediments
	The meeting time-box is respected
	The burndown chart is updated shortly after the meeting

The Product Owner

	The team has one product owner
	The product backlog is visible and maintained
	The PO attends the daily scrum regularly
	The PO is available for sprint planning & review

Sprint Planning

	Everyone on the team participates in estimating
	Only the team estimates their tasks
	Vacations, holidays and other time taken away from the sprint are identified and taken into account
	The team commits to a well defined goal

The Sprint

	Every iteration shows increased fun with the game
	Delivers a working, tested and tuned game every 2-4 weeks
	The team has a task estimate burndown chart
	Major unplanned items are logged
	Stakeholders/customers know about the sprint
	Each story meets the definition of done and the conditions of satisfaction
	Impediments that can't be solved are escalated to PO or management
	The impediment backlog is visible

Definition of Done

	“Done” is clearly defined
	The definition of done includes testing
	The PO and team knows this definition by heart.

The Review

	The stakeholders, customers and other teams are invited
	There is one build used by all the teams working on a game
	Only stories that are done are demonstrated
	The team hears stakeholder feedback

The Retrospective

	The entire Scrum Team (PO, SM and developers) participates
	No uninvited guests
	Everybody speaks
	The ideas from the previous retrospective are reviewed
	Working Agreement and Definition of Done are reviewed and updated
	Key metrics (velocity, iteration times, stability) are reviewed
	Results in improvement experiments
	Results of the retrospective are visibly posted