Most projects require an initial setup phase where general requirements, scope and the development environment is setup. In the scrum process, this is known as Sprint Zero. The activities during this sprint do often not result in demonstrable features, but do support development throughout the rest of the project.

During the Sprint Zero phase, your team should accomplish the following:

Identify the initial set of User Stories and Project Backlog Items.

Setup your development environment, including:

Create a project board at taiga.io, add all team members, project sponsor, and your instructor.

Here's an exemplary taiga board from an ongoing project: https://tree.taiga.io/project/hmlee6-mobile-security-device-gds/backlog (Links to an external site.)Links to an external site.

Setup your development environment, which may include some of all of the following:

Choose hardware and/or software platform.

Choose and setup of source control system (i.e. GitHub).

Install and setup tool-chain, databases, virtual machines, etc.

Research design concepts for the problem.

The sprint zero phase is very important and sets the project up for future success. It is important to carefully consider your choices during this phase, and to perform critical evaluation of your options. As such, you may be dedicating more time than the normal 8-10 hours per week, per person, during this phase.

At the end of Sprint Zero, you will create and submit a sprint zero report documenting each of the above items.

The document must have the following sections:

Project Executive Summary (300 - 400 words) – In your own words, describe the project and the potential value to your customers.

Customer Archetype(s) – A description of at least 1 customer archetype. This archetype should include the duties and motivation of the customer, and the pain points that they experience, as connected to the project. Remember that customers include users, payers, and influencers.

List of Customer Needs – A detailed and complete list of customer needs. Remember that features and needs are different things. For each customer need, the value to the customer is described.

List of Deliverables – A list of potential deliverables, including expected delivery time and a brief (1-2 sentences) description of each.

Development Environment - Include a link to your Taiga project, and a description of your choice of development technologies, including justification for choice, and discussion of alternatives.

Research - include a review of at least 4 solutions, products or technologies that can serve as inspiration, or reference for your own project design. Each of the reviews should include a brief description, and an evaluation of the solution's effectiveness (advantages and disadvantages). You are encouraged to look for solutions in a wide variety of domains that you might not at first think are applicable. "Think outside of the box" here.

**Sprint Zero Rubric**

| **Criteria** | **Pts** |
| --- | --- |
| Executive Summary  Description of the project purpose is detailed and complete. A description of the overall value of the project to the customer is complete. | 15.0 pts |
| Customer Archetypes  A realistic description of at least 1 customer archetype is provided, with duties, motivations, and pain points. | 20.0 pts |
| Customer Needs  A detailed list of customer needs is provided. Customer value is linked to each of the customer needs. Value description is realistic and reflect comprehension of the customer perspective. | 25.0 pts |
| Deliverables  A detailed list of potential deliverables is provided. Each deliverable includes a brief description, and a projected delivery time. | 10.0 pts |
| Link to Project Board  Link is present and correct | 5.0 pts |
| Initial Set of PBIs  An initial set of PBI is complete, including descriptions and acceptance criteria. | 10.0 pts |
| Initial Set of Tasks  An initial set of tasks have been created and assigned to team members. | 5.0 pts |
| Development Environment  Description of development environment choices are included, with justification and discussion of alternatives. | 5.0 pts |
| Research  A review of at least 4 solutions is provided, each including a description, citation, and evaluation (advantages and disadvantages). | 5.0 pts |