**Product Backlog**
- List of requirements and issues
- Owned by Product Owner
- Anybody can add items
- Only Product Owner prioritizes

**Backlog Estimation**
- Product Owner describes new items
- All discuss
- Team estimates
- Product Owner updates Product Backlog

**Sprint Planning**
- Declare Sprint Goal
- Select highest priority items from Product Backlog that supports the Sprint Goal
- Team turns selected items into Sprint Backlog and estimates them

**Sprint Review**
- Sprint Demonstration
  - Team demos Increment
  - All discuss
  - Announce next Sprint Planning Meeting
- Sprint Retrospective
  - Team discusses the sprint to answer the following:
    - What should we keep doing?
    - What should we stop doing?
    - What should we start doing?

**Increment**
- Version of the product
- Potentially shippable (tested, documented etc)

**Daily Scrum**
- Same time every day
  - What did you do yesterday?
  - What will you do today?
  - What's in your way?
- Team updates Sprint Backlog
- Scrum Master updates Impediment List & Sprint Burndown Chart

**Product Owner**
Sets priorities and manages the product backlog

**Scrum Master**
Manages the process and removes impediments

**Team**
Develops the product and self-organizes