

Agile Scrum Sprint Planning Workflow



▷ Start

Start of the Workflow/Process.

1. Retrieve Product Backlog

Fetch all unprioritized user stories from the Product Backlog data model.

2. Set Sprint Status to 'Planning'

Update the current Sprint entry status to 'Planning' to lock the backlog for the session.

3. Create Backlog Refinement Task

Assign a task to the Product Owner to review and refine high-priority stories.

4. Get Team Capacity

Retrieve available hours/points for all team members from the Resource model.

5. Calculate Total Team Capacity

Sum the available hours/points of all team members for the upcoming sprint duration.

6. Fetch Priority Stories

Get stories from the Backlog that have been marked as 'Ready for Sprint'.

7. Estimate Story Point Load

Calculate the total sum of story points for all selected stories to compare against capacity.

8. Create Sprint Planning Meeting

Create a task for the Scrum Master to facilitate the planning session with the team.

9. Create Sprint Entry

Generate a new record in the Sprint data model with the defined start and end dates.

10. Assign Stories to Sprint

Update the selected backlog stories to link them to the newly created Sprint ID.

11. Create Task Breakdown

Create sub-tasks for each story to define technical implementation steps.

12. Verify Sprint Load Ratio

Calculate the ratio of Total Story Points vs. Total Team Capacity to check for over-commitment.

13. Finalize Sprint Scope

Update the Sprint entry status to 'Active' and lock the scope.

14. Notify Team of Sprint Start

Send an email to all team members containing the Sprint goal and the link to the Sprint board.

15. Generate Sprint Commitment Report

Create a report showing the list of committed stories and the total workload vs capacity.

End

End of the Workflow/Process.