

## SCRUM & UX

This cheat sheet is not intended to be final and a one-fits-all solution.

But with common agreements of the whole team, the process can be refined for your individual needs. An important focus is set on the technical solution in Jira/Confluence, since this is crucial for daily work and the acceptance of any approach. The general idea is to track the design process with backlog items.

### Expected benefits:

- Design work can be prioritized and tracked
- Design and implementation can be coordinated
- Parallel work can be identified
- Design can be discussed within the Sprint and its events

# 1

Availability

### Availability of UX (team)

- full-time, full assignment
- \_\_\_\_\_  
e.g. 60% wed - thu - fri

### UX Design planned for

\_\_\_\_\_  
e.g. first X sprints, June- September, ...

### Participation of UX in Scrum events

- Daily Standup
- Backlog Refinement
- Sprint Planning
- Sprint Demo
- Retrospective
- Other: \_\_\_\_\_  
e.g. Weekly alignment on Fridays

### Additional meetings

- Design Presentation to development
- Design implementation review
- Other: \_\_\_\_\_

Events

Meetings

# 2

Tooling Configuration

### Agreement on Configuration of backlog items (e.g. Jira)

- Dedicated Epic: \_\_\_\_\_
- Ticket Prefix: \_\_\_\_\_
- Label: \_\_\_\_\_
- Link to Implementation Ticket mandatory ?

### Single Source of Truth for Final Design

- UX Ticket attachment or links
- Documentation: \_\_\_\_\_
- Other: \_\_\_\_\_

### Tracking of UX tickets

- Jira: using filters, views, reports with Epics and labels or prefixes
- Confluence: same mechanism as in Jira, in addition manual overviews / tables
- Other: \_\_\_\_\_

# 3

Communication

Process definition

### Review of UX Design with Business

- Sprint Demo
- Individual Meeting: \_\_\_\_\_  
e.g. on demand

### Discuss UX Design with development

- Backlog Refinement
- Sprint Demo
- Individual Meeting: \_\_\_\_\_  
e.g. on demand

### Example Design Flow

1. Create Design ticket
2. Work on Design
3. Review by Business (can go in parallel with Step 2)
4. Check if implementation ticket exists
  - YES: link tickets (e.g. with blocked-by relation)
  - NO: create implementation ticket (e.g. with PO / developer) & link
5. Talk about finished Design with the team
6. Check implementation of Design when finished



# SCRUM & UX

This cheat sheet is not intended to be final and a one-fits-all solution.

But with common agreements of the whole team, the process can be refined for your individual needs. An important focus is set on the technical solution in Jira/Confluence, since this is crucial for daily work and the acceptance of any approach. The general idea is to track the design process with backlog items.

## Expected benefits:

- Design work can be prioritized and tracked
- Design and implementation can be coordinated
- Parallel work can be identified
- Design can be discussed within the Sprint and its events

# 1

## Availability

### Availability of UX (team)

- full-time, full assignment
- \_\_\_\_\_  
e.g. 60% wed - thu - fri

### UX Design planned for

\_\_\_\_\_  
e.g. first X sprints, June- September, ...

### Participation of UX in Scrum events

- Daily Standup
- Backlog Refinement
- Sprint Planning
- Sprint Demo
- Retrospective
- Other: \_\_\_\_\_  
e.g. Weekly alignment on Fridays

### Additional meetings

- Design Presentation to development
- Design implementation review
- Other: \_\_\_\_\_

## Events

## Meetings

# 2

## Configuration

### Agreement on Configuration of backlog items (e.g. Jira)

- Dedicated Epic: \_\_\_\_\_
- Ticket Prefix: \_\_\_\_\_
- Label: \_\_\_\_\_
- Link to Implementation Ticket mandatory ?

### Single Source of Truth for Final Design

- UX Ticket attachment or links
- Documentation: \_\_\_\_\_
- Other: \_\_\_\_\_

### Tracking of UX tickets

- Jira: using filters, views, reports with Epics and labels or prefixes
- Confluence: same mechanism as in Jira, in addition manual overviews / tables
- Other: \_\_\_\_\_

# 3

## Communication

### Review of UX Design with Business

- Sprint Demo
- Individual Meeting: \_\_\_\_\_  
e.g. on demand

### Discuss UX Design with development

- Backlog Refinement
- Sprint Demo
- Individual Meeting: \_\_\_\_\_  
e.g. on demand

## Process definition

### Example Design Flow

1. Create Design ticket
2. Work on Design
3. Review by Business (can go in parallel with Step 2)
4. Check if implementation ticket exists
  - YES: link tickets (e.g. with blocked-by relation)
  - NO: create implementation ticket (e.g. with PO / developer) & link
5. Talk about finished Design with the team
6. Check implementation of Design when finished

