

Artifacts

Product & Sprint Backlog



In the February newsletter we covered the LPM concepts of *roles, artifacts and processes*. Since then, we have discussed in detail the *roles* that play in this methodology. Now it is time to penetrate the *artifacts*.

Artifacts are the tools used in order to support and facilitate how a Project is managed.

We start with the two backlogs: the **Product Backlog** and the **Sprint Backlog**. A *backlog* is a list or repository of the pending work to do.

The **Product Backlog is the list of the foreseeable tasks to perform until the Project is finished**. This list is generated in the project Kick-off meeting based on the client requirements. If we talk about innovation projects, a logical sequence will start with some general objectives that will be fined-tuned as we learn. Hence we will say that the **Product Backlog includes at each point in time the list of known tasks**. It is obviously an alive document that is updated throughout the project life.

The *Product Owner* leads the creation of this list, as well as the continuous updates that will happen in the *Sprint Reviews* or the *Release Retrospectives*.

The **Sprint Backlog groups the pending tasks of the Product Backlog in different Sprints**. In the *Sprint Planning* meeting (each of the respective *sprint kick-offs*) the tasks to be performed during the next weeks are selected, detailed into actionable steps, and assigned to a team member who adds it to her calendar.

The preparation of the *Sprint Backlog* should consider the following criteria:

- The time to complete the tasks included in each Sprint should be around 2-3 weeks.
- The end of each Sprint should represent a meaningful progress in the project.
- When we are managing innovation projects, the end of the *sprint* should highlight the learning and the alternatives on which to decide the next steps.

It can already be seen that with LPM we cannot make an exhaustive project planning from beginning to end. We will be progressing from the initial objectives and plan through some intermediate milestones or *sprints*. This will allow us to manage the unknown beforehand. This is innovation.