ESM
Agile Digest ™

EFFICIENT SCRUM MASTER

4 STAGES TO BECOME EFFICIENT SCRUM MASTER

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An Extensive Course for all those who want to become Scrum Master. about 45 hours of Training to gain Complete Knowledge of What is agile and the details of Scrum and Kanban Framework, with details of each and every Scrum Event/ ceremony, Report, and Communication, followed by hands-on practical Based Training on ALM Tools. And at stage three we will blend the knowledge of Scrum and a popular ALM Tool with a Live Project and simulate a Sprint. And finally will have Debates, Question-Answer Sessions, Interview Preparation and Mock Interview.

KEY TAKEWAYS

Learning
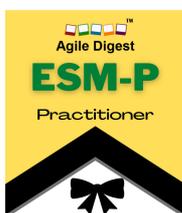
Gain knowledge and become master of Scrum & Agile

Gain Practical Experience in Popular ALM Tools

Work in Live Project

Get yourself ready for the market, by participating in Debates, Questions & Answer, Mock Interview

Badge Achievements

Get Certified

ESM-F
Agile Digest ™
Foundation

ESM-A
Agile Digest ™
Advanced

ESM-P
Agile Digest ™
Practitioner

ESM-T
Agile Digest ™
Trainer

AGILE DIGEST CERTIFIED

EFFICIENT SCRUM MASTER

ESM

THIS CERTIFICATE IS AWARDED TO

Niladri Mahapatra

Has attended 30 days workshop on Scrum & Agile knowledge, and Atlassian Jira Operations. This individual has been formally evaluated and demonstrated deep knowledge in Scrum, Agile terminologies, its frameworks, and Jira Operations. This individual has experienced the approach of a Scrum Master in Practical.

DD MMMMM YYYY
CERTIFICATION DATE

Agile Digest ™
Agility in Learning

NILADRI MAHAPATRA,
FOUNDER AGILE DIGEST

THE STAGES

The Entire class is designed into Mutiple stages, you can Opt for the best stages suited for you and gain the Badges and certificates accordingly

STAGE 1 — Agile & Scrum essential

Complete Knowledge from What is agile and the deep dive into Scrum and Kanban Framework, with details of each Scrum Events, Reports, Communication, behaviours anti patterns and many more..

Duration

16 Hours
Can be done 2 Hours/day for 8 days
or 4 Hours/day for 4 days
or 8 Hours / day for 2 Days

STAGE 2.1 — ALM - Operation

Hands-on knowledge of ALM Tools like Jira or Rally or Azure DevOps to work efficiently as Scrum Master

Duration

8 Hours
Can be done 8 Hours in 0ne day
or 2 half days

STAGE 2.2 — ALM Administration

Complete Administration of your chosen ALM tool to define and configure Projects, workflow, compliance custom fields and screen, Permission, Notification, Custom Fields and many More

Duration

8 Hours
Can be done 8 Hours in 0ne day
or 2 half days

STAGE 3 — Sprint Simulation

Implement your Scrum Knowledge and ALM tool learning in a Live Project. Training within a group of 9 to 15 members (a distributed Scrum team) to simulate the full scrum cycle.

Duration

14 Hours
Can be done 2 Hours/day for 7 days

STAGE 4 — Debates, Interview, Q&A

Now you have sufficient knowledge on working as Scrum Master and are ready for an Interview, let's Brush up and give it a final touch on participating on Debates, discussion, Scenarios, Resume preparation, Mock Interview

Duration

12 Hours
Can be done 2 Hours/day for 6 days
or 3 Hours/day for 4 days
or 6 Hours / day for 2 Days

🎀 Foundation   🎀 Advanced   🎀 Practitioner   🎓 Trainer

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THE CERTIFICATION & STAGE MAP

ESM

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6 Stages

4 Levels of Certification

	Foundation	Advanced	Practitioner	Trainer
	ESM-F Foundation	**ESM-A** Advanced	**ESM-P** Practitioner	**ESM-T** Trainer
Stage 1 Agile Essential	✓	✓	✓	✓
Stage 2.1 ALM Overview	✗	✓	✓	✓
Stage 2.2 ALM Administration	✗	✗	✓	✓
Stage 3 Sprint simulation	✗	✓	✓	✓
Stage 4 Get ready for Action	✗	✓	✓	✓
Stage 5 Train the Trainer	✗	✗	✗	✓
Exam	Exam ESM-F	Exam ESM-A	Exam ESM-P	Exam ESM-P Exam ESM-T

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STAGE 1 AGILE ESSENTIALS

16 Hours of Training - Theory + Excercise

Complete Knowledge from What is agile and the details of Scrum and Kanban Framework, with details of each and every Scrum Events/ ceremony, Reports, Communication

16 Lessons Covered

LESSON 1 WHY AGILE & INTRODUCTION TO SCRUM	**LESSON 2** FRAMEWORKS	**LESSON 3** SCRUM ARTIFACTS	**LESSON 4** SCRUM ROLES & RESPONSIBILITIES
LESSON 5 BACKLOG PRIORITIZATION	**LESSON 6** USER STORY	**LESSON 7** ESTIMATION / STORY POINTS	**LESSON 8** PLANNING POKER
LESSON 9 BACKLOG REFINEMENT	**LESSON 10** SPRINT PLANNING	**LESSON 11** DAILY STAND UP	**LESSON 12** SCRUM BOARD
LESSON 13 SPRINT REVIEW	**LESSON 14** SPRINT RETROSPECTIVE	**LESSON 15** KANBAN	**LESSON 16** METRICS OVERVIEW

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STAGE 2.1
ALM OVERVIEW

If Chosen Jira

8 Hours of Training - Practical + Excercise

Practical Tool based Training to understand how to operate ALM tols like Jira, rally etc to perform a Scrum master responsibility

6

Focus Areas

Introduction to Jira

1. Project Creation and settings
2. Introduction to confluence
3. Overview
4. Menu options
5. UI structure

Issue Management

1. Issues and Issue Types and Hierarchy
2. EPIC, Story, Bug and SubTask
3. Versions/Release and Epics
4. Components
5. Issues & Filter
6. Bulk Update
7. Export Import

Working with Jira

1. Scrum Board (Story Board / Task Board / Epic Board)
2. From existing workflow
3. Kanban Board Configuration
4. Multiple Team in one board

Artifacts

1. Product Backlog
2. Sprint Backlog
3. Increments

Board Configuration

1. Scrum Board (Story Board / Task Board / Epic Board)
2. From existing workflow
3. Kanban Board Configuration
4. Multiple Team in one board

Practice

1. Story Point Estimation
2. Sprint Creation
3. Moving Stories to/from Sprint
4. Multiple Sprints
5. Task Breakdown, Assign and estimation
6. Priority and Ranking
7. Define Sprint Goal and start the sprint with duration
8. Monitor Burndown chart
9. User Profile

STAGE 2.1
ALM OVERVIEW

If Chosen Rally

8 Hours of Training - Practical + Excercise

Practical Tool based Training to understand how to operate ALM tols like Jira, rally etc to perform a Scrum master responsibility

6

Focus Areas

Introduction to Rally

This section helps you understand the detailed process of Project setup and structuring in Rally. You'll learn how to create custom dashboards, create projects, locate issues, configure columns, etc. through hands-on practice.

Getting Started With Rally
Navigation of Rally
Creating Projects and understanding Project hierarchy
Project details in Rally
Creating Backlogs in Rally
Creating Timeboxes (Sprint, release, Milestone) in Rally
Creating Sprint
Creating Release
Creating Milestone
The states of Timebox in Rally

Rally Portfolio

This module explains how to use additional options to enhance a Rally project and add value to Portfolio management.

Portfolio Item
Release Planning
Release Tracking
Capacity Planning
Portfolio Kanban
Timelines

Rally Qulity

This section helps you understand how works with Defects and improve quality Defects

•Defect Suits
•Test Cases
•Test Plan
•Quality Management

Working with Agile Work Items

This section helps you understand the details of work items management by creating, editing, deleting, sharing, importing & Exporting issues through hands-on practice.

What are work items
Work Item types in Rally
Create a work item Standard & Portfolio (Epic, Initiative, Features, User Story, Task, Defect, Risk, Dependency)
Work Item Details
Editing Work Item
Viewing a work item
Cloning working items
Importing/Exporting work items
Sharing a work item
Bulk changes of work item
Search functionality in Rally
Applying Filters on work items and form Views
Team Planning
Work views

Rally - Work Tracking

This section helps you understand how to manage different boards and navigate to the projects and extract reports in Rally.

Iteration status
Team Board
Team Status
Release Status
Work product Status
Release Metrics
Task

Reports and Dashboard

This section helps you understand how works Reporting IN Rally and Dashboard

•Reports
•Custom reports
•Dashboard

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STAGE 2.2
ALM ADMINISTRATION

If Chosen Jira

8 Hours of Training - Practical + Excercise

Practical Tool based Training to understand how to Administrate Jira or Rally or other ALM Tools, to Set our Organizational Standard and set up the Compliance of your Agile Project

10 **Focus Areas**

- **Understanding Schemes**
- **Issue Administration**
- **Workflow Administration**
- **Screen Administration**
- **Custom Fields**
- **Time Tracking**
- **User Management**
- **Notification Administration**
- **Permission Administration**
- **Priority Administration**

STAGE 2.2
ALM ADMINISTRATION

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If Chosen Rally

4 Hours of Training - Practical + Excercise

Practical Tool based Training to understand how to Administrate Jira or Rally or other ALM Tools, to Set our Organizational Standard and set up the Compliance of your Agile Project

4 **Focus Areas**

- Workspace Admnistration
- Project Admnistration
- Custom Fields
- user Admnistration

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STAGE 3
SPRINT SIMULATION

14+ Hours of Training - Practical + Excercise

Experience the Live Scrum Master job in action with a 1 to 2 Weeks Live Project. Simulate a real Sprint / Iteration and experience every granular activity needed to execute the Scrum Master's Job

7 Days Full of Action

DAY 1 - KICK OFF

Sprint Team member and roles
Sprint Goal
Sprint Duration, and Cadence
Definition of Done and Ready
ALM tool we will use
Retrospective Tool we will use
What Reports we will prepare
Identify Workflow
Identify Custom Fields

DAY 2

Backlog Refinmenet

DAY 3

Capacity Planning
Sprint Planning
Start the Sprint
Validate Scrum Board
(Story Board / Task Board)

DAY 4

Daily Scrum Call
Monitor Burn down chart
Understand Sprint Planning Report and Preparation

DAY 5

Daily Scrum Call
Mark Story / Task as blocked, working with Impediments
Monitor Burn down chart
Understanding Sprint Defects
Product Owner to start accepting stories in Scrum Board

DAY 6

Daily Scrum Call
Monitor Burn down chart
Understand Mid-Week Sprint Reporting

DAY 7

Daily Scrum Call
Sprint Review
Sprint Closure
Sprint Closure Summary Creation
Sprint Retrospective
Sprint Retrospective Action Item Creation

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STAGE 4
GET READY FOR ACTION

Trainers Choice

CUSTOM DESIGNED FOR THE NEED OF AUDIANCE

14 Hours of Collaborative Discussion

This is the last stage of the journey, Based on trainer they custom design this stage, according to the region, Market demand etc, The details will be listed in details by the trainer for any specific class, so that participants can choose classes accordingly.
This stage typically covers two areas
1. Public class
2. Private Public Class

6 Days Full of Discussion

FOR
Public Class

Interview PREPARATION

Scenario ANALYSIS

Resume PREPARATION

Common Interview Q & A

Interview MOCK

Group DISCUSSION

FOR
Private (Corporate) Class

FEATURE BREAKDOWN

STORY WRITING WORKSHOPS

DEFINE CONTEXTUAL WORKFLOWS

INITIAL DEFINATION

TEAM FORMATION

ALM CONFIGURATION

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ESM TRAINER

ESM Trainer Program:
You can also be an ESM Trainer; you just need to complete all the previous Stages and pass the assessment of ESM-P to get eligible for ESM-T Program

ELLIGILITY

ESM-P Certified

You must have atteded all the Stage from 1 to 4 and pass the Exam of ESM-P

Duration

45 Hours

STAGE 5

EFFICIENT SCRUM MASTER - TRAINER

Join 2 Days Train the Trainer program

Duration

16 Hours
8 hours for 2 Day

Exam

3 Hours
60 Questions

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ESM TRAINER

Steps to Become ESM-T

You can also be an ESM Trainer; you just need to complete all the previous Stages and pass the assessment of ESM-P to get eligible for ESM-T Program

1 ESM-P certified

2 Apply for ESM-T
with Fees (approx $100)

3 Panel will Review the application

4 If Approved - Candidate Payment
Only if, the initial enrolment was till ESM-P, No Payment required if already enrolled for ESM-T

5 Appear for Train the Trainer program.
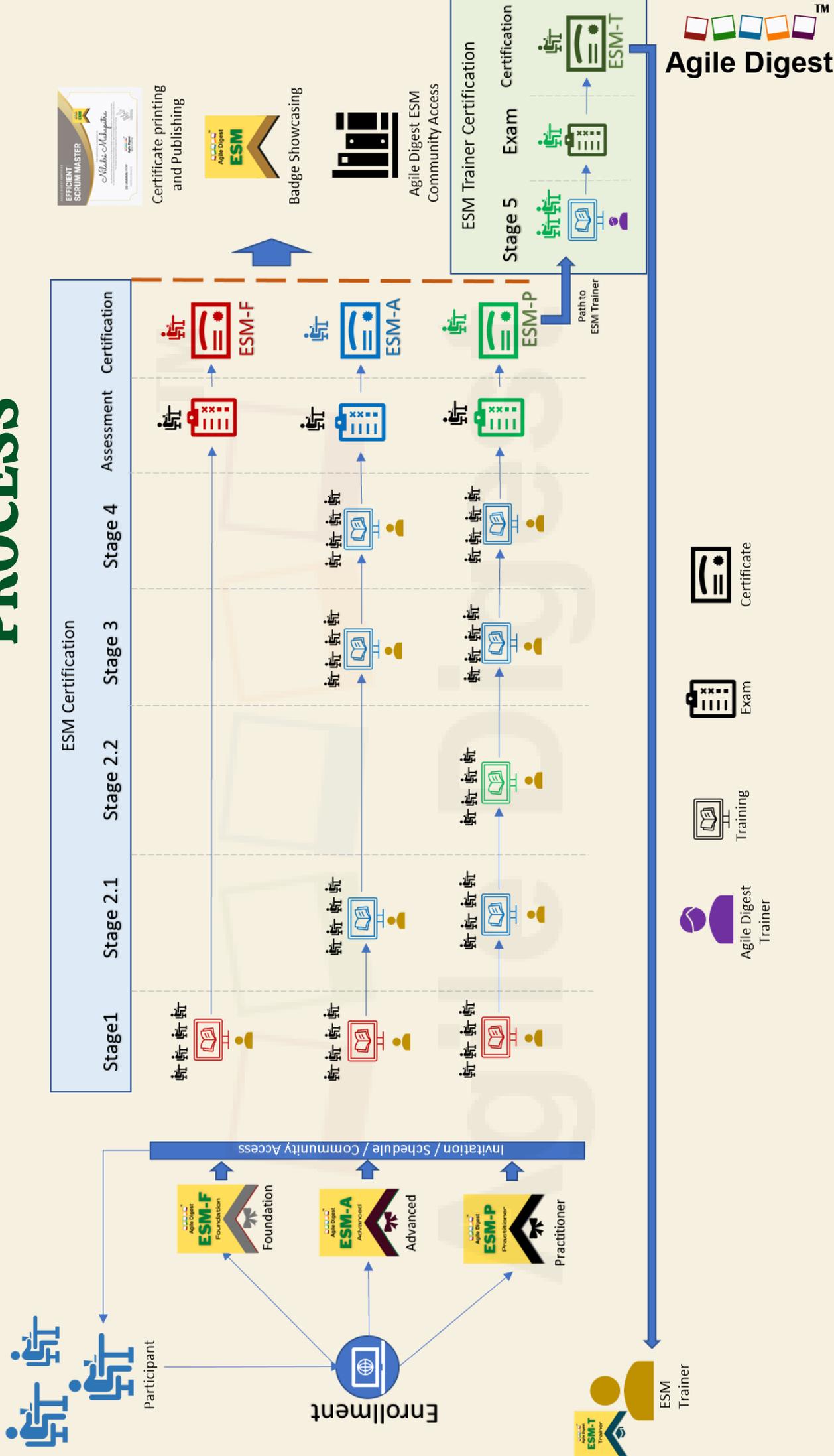**(WAITING TIME MAY VARY FROM 2 TO 4 MONTHS)**

6 Appear for Exam - ESM-T

7 If Passed Get the certificate and badge of ESM-T
BEGIN THE JOURNEY

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THE FLOW
PROCESS

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ESM Certification

	Stage1	Stage 2.1	Stage 2.2	Stage 3	Stage 4	Assessment	Certification

ESM-F

ESM-A

ESM-P

Certificate printing and Publishing

Badge Showcasing

Agile Digest ESM Community Access

Path to ESM Trainer

ESM Trainer Certification

	Stage 5	Exam	Certification

ESM-T

Invitation / Schedule / Community Access

ESM-F — Foundation
ESM-A — Advanced
ESM-P — Practitioner

Participant

Enrollment

ESM-T Trainer

ESM Trainer

Legend

- Certificate
- Exam
- Training
- Agile Digest Trainer

EFFICIENT SCRUM MASTER

CORPORATE
BRANDING & CUSTOMIZATION
WITH ESM CERTIFICATION

Customize the content with your company specific cases to get it more relevant to your employees

Need prior notice and time

Add your Brand logo to Employee Certificate

AGILE DIGEST CERTIFIED

EFFICIENT
SCRUM MASTER

ESM

YOUR COMPANY LOGO

POWERED BY

COMPANY NAME

TO

ANTS

...an Jira Operations. This individual has been
...nologies, its frameworks, and Jira Operations.
...rum Master in Practical.

31 August 2021

CERTIFICATION DATE

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Agility in Learning

NILADRI MAHAPATRA,
FOUNDER AGILE DIGEST

thank you

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