

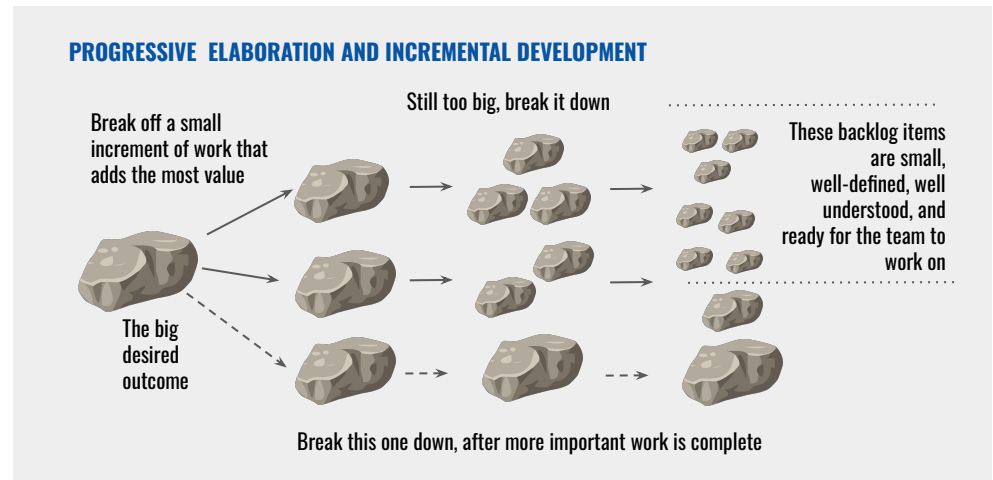
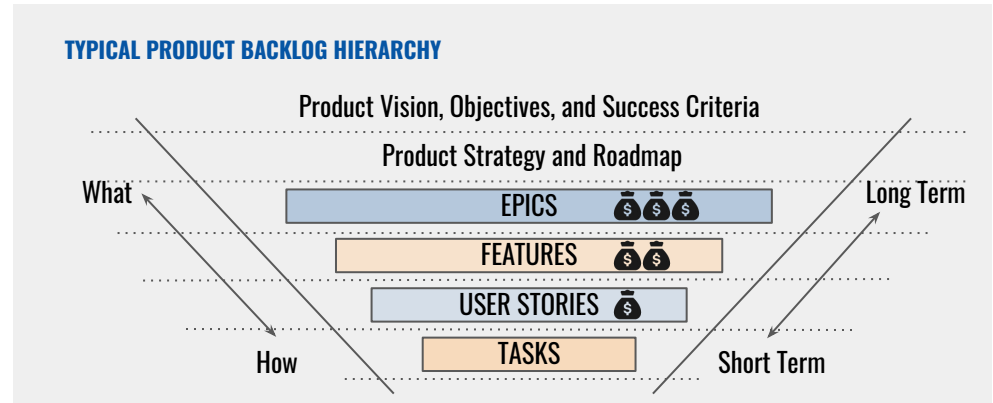
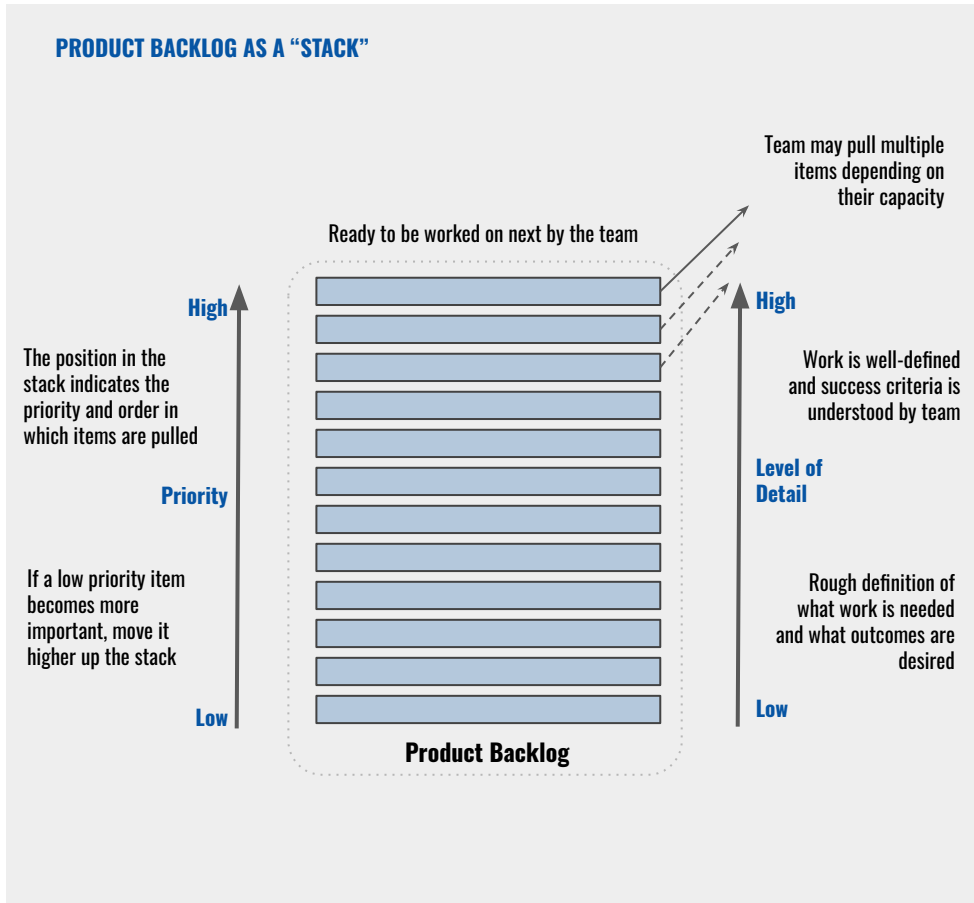
Product Backlog One-Pager

WHAT is a Product Backlog?

A **Product Backlog** is an ordered list of everything that needs to be done to develop a successful product. Typical product backlog items include user stories, features, epics, bugs, and spikes (i.e. timeboxed learning).

WHY use a product backlog? What problem does it address? -

- Organize and sequence value delivery to ensure the team is always focused on the most important work
- Keep all work visible to the team and all stakeholders
- Develop a shared understanding of desired outcomes and the requirements needed to deliver those outcomes



TIPS & TRAPS

- Focus on incremental delivery of valuable outcomes instead of listing out tasks
- Use a just-in-time approach to break down and develop more detailed requirements for backlog items
- Try to avoid investing too much time elaborating items lower in the stack or further out in time as change is likely
- The whole team contributes to the backlog, not just the Product Owner
- Encourage the team to develop heuristics for backlog item duration (e.g. an epic is generally 2-3 months of work)

DEFINITION OF SUCCESS

Characteristics of an effective Product Backlog:

- visible by team and stakeholders
- prioritized to maximize value delivery over the long-term
- coherent with the product's vision and strategy
- items are well-defined and understood by whole team
- progressive elaboration over time with more fidelity near-term
- enough well-defined items to keep the team busy for one to two months
- items are broken down in a way that delivers value incrementally
- all items are within the team's scope and responsibility
- comprehensive - no major gaps in plan-able, forecastable work

CONTINUED LEARNING RECOMMENDATIONS

- [The Scrum Guide™](#)
- [Story Mapping](#)
- [Agile Alliance Glossary: Product Backlog](#)
- [Product Owner In a Nutshell](#)

