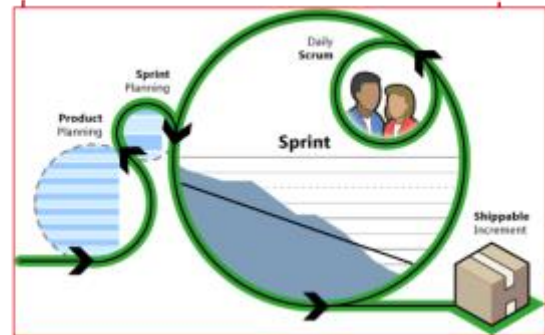


Scrum

- Agile process → focuses on delivering the highest business value in the shortest time
- Business sets priorities and teams self-organise to determine best way to deliver highest priority features
- What would be a 6month project in SDLC would divide into 6, 1 month projects, in scrum → with each project being a 'sprint'
- At the end of each sprint (usually last 2w-4w), a working software is produced, at which time the business must decide to release the software or continue to enhance it with another sprint
- During the sprint the product is designed, coded and tested → with the scope of each sprint frozen. Once the features are chosen, the priorities for that sprint is set
- Time period for sprints is kept constant to produce a better rhythm → set to the duration that the team can commit to keeping change out of the sprint



Excel

| Name | Syntax | Function |
|----------------|------------------------------------|---|
| TODAY | TODAY() | Returns the current date formatted as a date |
| DAY | DAY(serial_number) | Returns the day of the month, a number from 1 to 31 |
| MONTH | MONTH(serial_number) | Returns the month, a number from 1 to 12 |
| YEAR | YEAR(serial_number) | Returns the year of a date, an integer in the range 1900-1999 |
| SUM | SUM(number1,number2...) | Adds all the numbers in a range of cells |
| AVERAGE | AVERAGE(number1,number2...) | Returns the average of its arguments, which can be numbers or names, arrays or references that contain numbers |

... all functions included in full document. Reduced to basic functions for purpose of sample only