Scrum according to mm1

Roles
- Product owner: The person responsible for ensuring the product backlog is healthy and relevant,
  ensuring all of the work is done to the needs of the stakeholders. The product backlog contains the
  stories to be implemented in future sprints.
- Scrum master: The person responsible for the scrum process, and making sure that it
  is used correctly and maximizing its benefits. Although the designation of a scrum
  master is left to the team, having one is highly recommended. Scrum masters
  provide guidance, coach, and mentor the team.

Artifacts
- Product backlog: Contains the requirements of the project in a prioritized list. The
  purpose is to visually represent the scope of work to be completed in the next
  sprint. It includes a list of characteristics to be included in the project.

Meetings
- Sprint planning (1&2): Two major meetings held at the beginning of the sprint
  to select work to be implemented in the sprint. The meetings are led by the
  scrum master and the product owner. The sprint planning 1 is held at the
  beginning of the sprint. The sprint planning 2 is held at the end of the
  sprint planning 1.
- Daily scrum: A short, 15-minute meeting every day to
  discuss the status of the team. The meeting includes three
  questions: (1) What did I do yesterday? (2) What will I do today? (3) Any
  issues that prevented me from doing my work?
- Sprint review: A meeting held at the end of the sprint to
  present and review the work that was done during the sprint.
  It includes three questions: (1) What did we achieve during
  this sprint? (2) What did we learn during this sprint? (3) What
  is my impediment to progress?
- Sprint retrospective: A meeting held at the end of
  the sprint to discuss what went well and what could be
  improved. The meeting includes three questions: (1) What
  went well during the sprint? (2) What could be improved in the
  next sprint? (3) What are my impediments?