Sprint Planning & Backlog Refinement Training Course

Professional Development Training Course Outline

Category	Project Management	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Effective sprint planning and backlog refinement are crucial for ensuring Agile teams deliver high-quality software solutions on time while maximizing business value. Sprint Planning & Backlog Refinement Training Course provides participants with practical skills, frameworks, and strategies to plan sprints efficiently, manage product backlogs, and align development priorities with stakeholder expectations. Participants will gain hands-on experience in applying Agile principles, estimating user stories, prioritizing tasks, and leveraging tools that enhance transparency, predictability, and team collaboration. The course emphasizes a data-driven approach to sprint planning, ensuring teams can anticipate risks, manage dependencies, and optimize delivery velocity.

In addition, this training covers techniques for backlog refinement that improve clarity, reduce technical debt, and maintain alignment with product goals. Learners will explore methods for effective stakeholder engagement, backlog grooming, and iterative planning cycles to improve team performance and product outcomes. By integrating real-world case studies and practical exercises, participants will be able to implement continuous improvement practices, enhance workflow efficiency, and foster a culture of accountability and high performance within Agile teams.

Programme Curriculum

Sprint Planning & Backlog Refinement Training Course

Introduction

Effective sprint planning and backlog refinement are crucial for ensuring Agile teams deliver high-quality software solutions on time while maximizing business value. Sprint Planning & Backlog Refinement Training Course provides participants with practical skills, frameworks, and strategies to plan sprints efficiently, manage product backlogs, and align development priorities with stakeholder expectations. Participants will gain hands-

on experience in applying Agile principles, estimating user stories, prioritizing tasks, and leveraging tools that enhance transparency, predictability, and team collaboration. The course emphasizes a data-driven approach to sprint planning, ensuring teams can anticipate risks, manage dependencies, and optimize delivery velocity.

In addition, this training covers techniques for backlog refinement that improve clarity, reduce technical debt, and maintain alignment with product goals. Learners will explore methods for effective stakeholder engagement, backlog grooming, and iterative planning cycles to improve team performance and product outcomes. By integrating real-world case studies and practical exercises, participants will be able to implement continuous improvement practices, enhance workflow efficiency, and foster a culture of accountability and high performance within Agile teams.

Course Objectives

1. Understand core Agile principles and their application in sprint planning and backlog refinement.
2. Learn effective techniques for defining sprint goals and prioritizing backlog items.
3. Apply user story estimation methods including story points, t-shirt sizing, and planning poker.
4. Master backlog grooming practices to ensure clarity, feasibility, and alignment.
5. Identify and manage dependencies, risks, and impediments in sprint execution.
6. Use Agile metrics such as velocity, burndown charts, and cumulative flow diagrams for informed planning.
7. Facilitate collaborative sprint planning sessions with cross-functional teams.
8. Integrate stakeholder feedback into backlog refinement and sprint planning cycles.
9. Improve team efficiency and predictability through continuous improvement and retrospective insights.
10. Utilize Agile project management tools (Jira, Azure DevOps, Trello) for backlog and sprint management.
11. Align sprint outcomes with business priorities and strategic product objectives.
12. Develop strategies to handle changing requirements and scope adjustments effectively.
13. Build a culture of accountability, transparency, and high-performance delivery.

Organizational Benefits

- Improved sprint predictability and delivery consistency
- Higher product quality through structured backlog management
- Enhanced team collaboration and stakeholder alignment
- Reduced technical debt and increased focus on high-value features
- Greater transparency of project progress and resource allocation
- Faster response to changing requirements and market dynamics
- Improved Agile maturity and adoption across teams
- Better decision-making based on Agile metrics and data insights
- Increased customer satisfaction through value-driven delivery
- Enhanced team accountability, motivation, and performance

Target Audiences

- Product owners and product managers
- Scrum masters and Agile coaches
- Software development team leads

- Project managers in Agile environments
- Business analysts and requirement engineers
- Quality assurance and testing professionals
- Agile transformation consultants
- IT and software delivery teams

Course Duration: 5 days

Course Modules

Module 1: Agile Fundamentals for Sprint Planning

- Overview of Agile principles and frameworks
- Roles and responsibilities in Agile teams
- Key concepts of sprints and iterative delivery
- Agile ceremonies and workflow integration
- Benefits of structured sprint planning
- Case Study: Successful Agile adoption in a mid-size software company

Module 2: Defining Sprint Goals & Priorities

- Identifying sprint objectives aligned with business goals
- Selecting backlog items for upcoming sprints
- Balancing stakeholder needs and team capacity
- Creating sprint backlog with clarity and focus
- Techniques for prioritizing high-value features
- Case Study: Sprint planning in a complex multi-team project

Module 3: User Story Estimation Techniques

- Understanding story points, T-shirt sizing, and complexity estimation
- Applying planning poker for collaborative estimation
- Breaking down epics into actionable user stories
- Estimating effort and risk across sprints
- Adjusting estimates based on historical velocity
- Case Study: Estimation accuracy improvements through story point calibration

Module 4: Backlog Refinement Practices

- Reviewing and grooming product backlog items
- Ensuring backlog clarity, feasibility, and acceptance criteria
- Managing technical debt and dependencies in backlog
- Incorporating stakeholder feedback into backlog refinement

- Continuous backlog prioritization for changing business needs
- Case Study: Backlog refinement enabling smoother sprint execution

Module 5: Sprint Execution & Monitoring

- Managing tasks and work in progress during the sprint
- Identifying and resolving impediments proactively
- Tracking progress with burndown charts and task boards
- Leveraging Agile metrics for sprint performance insights
- Team collaboration and daily stand-up optimization
- Case Study: Mid-sprint adjustments improving delivery velocity

Module 6: Retrospectives & Continuous Improvement

- Conducting effective sprint retrospectives
- Identifying areas for process improvement
- Encouraging team feedback and actionable insights
- Integrating lessons learned into next sprint planning
- Metrics-driven continuous improvement techniques
- Case Study: Retrospective actions leading to increased team efficiency

Module 7: Agile Tools for Planning & Tracking

- Introduction to Jira, Azure DevOps, and Trello for sprint management
- Creating, updating, and tracking backlog items digitally
- Configuring dashboards and metrics for reporting
- Using tools for cross-team collaboration and transparency
- Automating notifications, dependencies, and workflow approvals
- Case Study: Tool implementation improving sprint visibility in a distributed team

Module 8: Handling Scope Changes & Stakeholder Alignment

- Managing change requests during sprints
- Communicating impact of scope changes effectively
- Prioritizing features under evolving business needs
- Ensuring alignment with stakeholders and product vision
- Balancing scope flexibility with team capacity
- Case Study: Adaptive sprint planning for a rapidly evolving product

Training Methodology

- Instructor-led presentations and Agile concept briefings
- Hands-on exercises for sprint planning and backlog refinement
- Group discussions and role-playing of planning sessions
- Case study analysis from real-world Agile projects
- Tool-based practice using Jira, Trello, or Azure DevOps
- Continuous feedback and interactive assessment sessions

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.
f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com