Daily or Weekly Standup

The following are the three questions we suggest using for a standup or scrum meeting.

1. Wins/what you worked on this week:
2. What barriers/bottlenecks/obstacles you have:
3. What you’re working on completing tomorrow/next week:

You can decide how often you run your standup meetings, be it daily or weekly, but we suggest doing them at the same time and using the same format every day.