



# **BCS EXIN Foundation Certificate in Agile Scrum Syllabus**

**V3 October 2021**

This professional certification is not regulated by the following United Kingdom Regulators - Ofqual, Qualifications in Wales, CCEA or SQA

## Change History

This log provides a single point of reference, where a summary of any changes is recorded, to include the date of the amendment and a summary of the changes made.

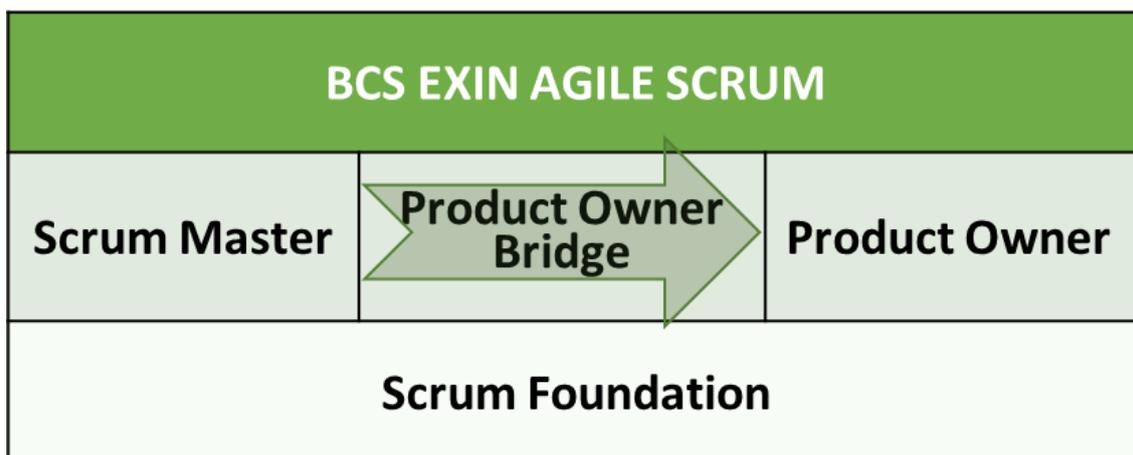
Version Number	Changes Made
Version 3 October 2021	The BCS EXIN Agile Scrum Foundation certification has been updated to align with all changes in the 2020 version of The Scrum Guide and the updated version of the Agile Scrum Handbook.
Version 2.2 May 2020	Update to the Training Criteria.
Version 2.1 March 2020	Basic Concepts List: Development Team added and Test-driven software development changed to Test-driven development.
Version 2.0 Nov 2019	Amendment to wording of topic 1, update of list of basic concepts and general tidy up.
Version 1.1 Oct 2019	Typographical correction to Syllabus Weighting table.
Version 1.0 July 2019	Finalised.
Version 0.1 March 2019	BCS Formatted syllabus created.

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## Introduction

The BCS EXIN Foundation certificate in Agile Scrum is part of the Agile Scrum qualification program.



## Summary

BCS EXIN Foundation Certificate in Agile Scrum shows a candidate's knowledge of Agile principles and the Scrum framework. Agile and Scrum are about working together to successfully reach the goal. Agile principles are popular in software development and are increasingly being used in other areas. The Scrum framework includes establishing cross-functional and self-managing teams, producing a working increment of software at the end of each iteration or sprint.

## Scope

The EXIN Agile Scrum Foundation certification validates a candidate's knowledge on:

- the Agile way of thinking;
- Scrum practices;
- Scrum planning and estimation;
- monitoring Scrum projects;
- advanced Scrum projects.

## Target Audience

The Agile way of thinking is best known in the field of software development, but the principles are increasingly being applied in other types of projects. Scrum is the most used Agile methodology and is suitable for all professionals looking to keep their knowledge up to date with the latest developments in the fields of IT and Project Management, particularly those leading or participating in projects. In particular, the certification is suitable for professionals working in the areas of: Project Management; Software Development; IT Service Management; and Business Management. This certification is highly recommended before starting a Scrum project

## Levels of Knowledge / SFIA Levels

This syllabus will provide candidates with the levels of difficulty highlighted within the following table, also enabling them to develop the skills to operate at the highlighted level of responsibility (as defined within the SFIA framework) within their workplace. The levels of knowledge and SFIA levels are further explained on the [website](#).

Level	Levels of Knowledge	Levels of Skill and Responsibility (SFIA)
7		Set strategy, inspire and mobilise
6	Evaluate	Initiate and influence
5	Synthesise	Ensure and advise
4	Analyse	Enable
3	Apply	Apply
2	Understand	Assist
1	Remember	Follow

## Learning Outcomes

Candidates should be able to demonstrate the ability to understand and explain Agile concepts in the following areas:

1. The Agile way of thinking;
2. Scrum practices;
3. Scrum Planning and Estimation;
4. Monitoring Scrum Projects;
5. Advanced Scrum Concepts.

## Course Format and Duration

Candidates can choose to study for this certificate from one of two ways: by either attending a training course provided by a BCS Accredited Training Organisation, or by self-study.

BCS recommends that for full coverage of the syllabus to be achieved, training courses leading to the certificate should normally run for a minimum 14 hours. This number includes group assignments, exam preparation, and short breaks. Not included are: homework, logistics for exam preparation and lunch breaks.

**Candidates should spend about 56 hours on self-study, depending on existing knowledge.**

## Examination Format and Duration

<b>Type</b>	40 Multiple choice questions
<b>Duration</b>	60 Minutes
<b>Supervised</b>	Yes
<b>Open Book</b>	No
<b>Pass Mark</b>	65%
<b>Calculators</b>	No
<b>Delivery</b>	Digital & Paper

## Eligibility for the Examination

There are no specific pre-requisites for the entry to the examination, although knowledge of Scrum terminology will be required. Attendance at an accredited BCS EXIN Agile Scrum Foundation training course, is strongly recommended.

## Additional Time

### For Candidates Requiring Reasonable Adjustments Due to a Disability

Please refer to the [reasonable adjustments policy](#) for information on how and when to apply.

### For Candidates Whose Language is Not the Language of the Examination

If the examination is taken in a language that is not the candidate's native/official language, then they are entitled to:

- 25% extra time.
- Use their own **paper** language dictionary (whose purpose is translation between the examination language and another national language) during the examination. Electronic versions of dictionaries will **not** be allowed into the examination room.

## Guidelines for Accredited Training Organisations

Each major subject heading in this syllabus is assigned an allocated percentage of study time. The purpose of this is:

- 1) Guidance on the proportion of time allocated to each section of an accredited course.
- 2) Guidance on the proportion of questions in the exam.

Courses do not have to follow the same order as the syllabus and additional exercises may be included, if they add value to the training course.

## Syllabus Weighting

Learning Objectives	Weight
<b>1. Agile Way of Thinking</b>	<b>10%</b>
1.1 Concepts of Agile and Scrum	10%
<b>2. Scrum Practices</b>	<b>55%</b>
2.1 Scrum Roles	20%
2.2 Scrum Events	15%
2.3 The Importance of the Backlog	12.5%
2.4 Working toward goals	7.5%
<b>3. Scrum Planning and Estimation</b>	<b>17.5%</b>
3.1 Scrum Planning	7.5%
3.2 Scrum Estimation	10%
<b>4. Monitoring Scrum Projects</b>	<b>10%</b>
4.1 Scrum Monitoring	10%
<b>5. Advanced Scrum Concepts</b>	<b>7.5%</b>
5.1 Scrum in Different Situations	7.5%
<b>Total</b>	<b>100%</b>

## Trainer Criteria

The following criterion apply:

- Hold a BCS EXIN Foundation Certificate in Agile Scrum;
- Have 10 days training experience or a Train the Trainer qualification.
- Have a minimum of 3 years practical Agile experience.

## Candidate Ratio

Trainers may instruct up to 15 candidates.

Invigilators may supervise up to 25 candidates.

# Syllabus

## Learning Objectives

### 1. Agile Way of Thinking – 10%

#### 1.1. Concepts of Agile and Scrum

The candidate can...

- 1.1.1 explain the Agile way of thinking.
- 1.1.2 recognize how Agile brings predictability and flexibility.
- 1.1.3 describe the content of the Agile Manifesto.
- 1.1.4 recognize Agile methods and practices other than Scrum.

### 2. Scrum Practices – 55%

#### 2.1 Scrum roles

The candidate can...

- 2.1.1 explain the Product Owner role.
- 2.1.2 explain the Scrum Master role.
- 2.1.3 explain the role of Developers.
- 2.1.4 explain that the traditional project manager role does not exist in Scrum.

#### 2.2 Scrum events

The candidate can...

- 2.2.1 explain the characteristics of time-boxed events.
- 2.2.2 explain the characteristics of sprints.
- 2.2.3 explain the characteristics of the daily scrum.
- 2.2.4 explain the characteristics of the sprint review and the sprint retrospective.

#### 2.3 The importance of the Backlog

The candidate can...

- 2.3.1 explain the characteristics of a product backlog and sprint backlog.
- 2.3.2 recognize good user stories and backlog items.
- 2.3.3 explain how to refine the product backlog items.
- 2.3.4 understand how backlog items are ordered.

#### 2.4 Working toward goals

The candidate can...

- 2.4.1 explain the characteristics of a product goal.
- 2.4.2 explain the characteristics of a sprint goal.
- 2.4.3 explain the characteristics of a definition of done (DoD).

### **3. Scrum Planning and Estimation – 17.5%**

#### **3.1 Scrum Planning**

The candidate can...

- 3.1.1 explain the characteristics of the sprint planning.
- 3.1.2 understand how to determine the duration of a sprint.

#### **3.2 Scrum Estimation**

The candidate can...

- 3.2.1 explain estimation techniques: planning poker, triangulation and affinity estimation.
- 3.2.2 understand how to estimate using ideal days, ideal hours or story points.
- 3.2.3 understand how to estimate the velocity of the team.

### **4. Monitoring Scrum Projects – 10%**

#### **4.1 Scrum Monitoring**

The candidate can...

- 4.1.1 understand the concept and value of information radiators.
- 4.1.2 understand Kanban boards.
- 4.1.3 understand the different ways to visualize the work done.

### **5. Advanced Scrum Concepts – 7.5%**

#### **5.1 Scrum in different situations**

The candidate can...

- 5.1.1 recognize how to scale Scrum in large, complex projects.
- 5.1.2 recognize how to apply Scrum with virtual teams.
- 5.1.3 understand different types of contracts in Scrum.

## List of Basic Concepts

This chapter contains the terms with which candidates should be familiar.

*Please note that knowledge of these terms alone does not suffice for the exam; the candidate must understand the concepts and be able to provide examples.*

Accountability	MoSCoW	Test-driven development
Affinity Estimation	Niko-niko calendar	Time-box/time-boxing
Agile Manifesto	Osmotic communication	Triangulation
Burn-Down chart	Pair programming	User story
Burn-Up chart	Planning	Velocity
Bus factor	Planning poker	Virtual team
Coach	Priority	Waterfall
Collocated team	Product backlog (item)	Work-in-progress (WiP)
Commitment	Product goal	
Communication	Product Owner	
Continuous integration	Refactoring	
Crystal	Report	
Customer	Responsibility	
Daily scrum	Scaling	
Definition of done (DoD)	Scrum	
Developers	Scrum Master	
DSDM	Scrum team	
Escaped defect	Splitting teams	
Estimation	Sprint	
Extreme Programming (XP)	Sprint backlog (item)	
Ideal days	Sprint goal	
Ideal hours	Sprint planning	
Increment	Sprint retrospective	
Information radiator	Sprint review	
Kanban	Story point	

## Recommended Reading List

The knowledge required for the Foundation Scrum exam is covered in the following literature:

- A. Nader K. Rad & Frank Turley  
Agile Scrum Handbook  
Van Haren Publishing (3rd Edition 2021)  
ISBN: 9789401807593 (hard copy)  
ISBN: 9789401807609 (eBook)  
ISBN: 9789401807616 (ePub)
- B. Ken Schwaber & Jeff Sutherland  
The Scrum Guide (2020)  
<http://www.scrumguides.org> (most recent version)

## Reading Matrix

Syllabus Learning Objectives		Literature
<b>1. Agile Way of Thinking</b>		
	1.1 Concepts of Agile and Scrum	A: Chapters 1, 2.4, 3, 4, 5, 7 B: Scrum Definition B: Scrum Theory B: Scrum Values
<b>2. Scrum Practices</b>		
	2.1 Scrum roles	A: Chapters 2.1, 2.2, 2.3.1 B: Scrum Team
	2.2 Scrum events	A: Chapters 1.1.2, 2.3.2 B: Scrum Events
	2.3 The importance of the Backlog	A: Chapters 2.3.1.2, 2.3.3, 4.3 B: Scrum Artifacts
	2.4 Working towards goals	A: Chapters 2.3.3.1, 2.3.3.2, 2.3.3.3 B: Scrum Artifacts
<b>3. Scrum Planning and Estimation</b>		
	3.1 Scrum Planning	A: Chapters 1.1.2, 2.3.2, 2.3.3, 4.6, 5 B: Scrum Events B: Scrum Artifacts
	3.2 Scrum Estimation	A: Chapters 2.3.3, 4.3, 4.4
<b>4. Monitoring Scrum Projects</b>		
	4.1 Scrum Monitoring	A: Chapters 2.3.3, 3.5, 6 B: Scrum Events
<b>5. Advanced Scrum Concepts</b>		
	5.1 Scrum in different situations	A: Chapters 2.4, 3.3, 5.6

