

Typical Day of a Product Owner

Time	Activity
8:00 a.m.	Get to the office and head to the daily standup meeting. Listen to the development team share progress and barriers. Share your barriers and progress on things that impact the sprint. Pay particular attention to the barriers of the team. Think about how to help or collaborate to remove the barriers. Listen for the team's understanding of value to the user.
8:15 a.m.	Based on the standup meeting, prepare for the day by thinking about what will provide the most value (for users) today.
8:30 a.m.	Review and test midsprint stories. Give feedback to the team.
9:00 a.m.	Plan backlog refinement session for the following week.
10:00 a.m.	Examine the latest industry and company news. Think about how the events (internal and external) may impact the product. Are there personas the team is not considering? Do the priorities change based on news events, internal company happenings, or competition factors? Review priorities, review personas, and analyze story map for gaps.
11:00 a.m.	Review stories submitted by other team members for value. Determine if they should be added to the backlog. If appropriate, place the stories in the backlog.
1:00 p.m.	Prep for tomorrow's story writing session.
1:30 p.m.	Meet with the development team to talk about the story currently in progress. Discuss context, acceptance criteria, and minimum viable product (MVP) in relationship to the story.
2:00 p.m.	Test the latest updates from the development team regarding the story feedback given earlier in the day. Provide more feedback to the team and update the acceptance criteria if needed.
3:00 p.m.	Attend an estimating session to provide context and minimum viable product information for story estimating.