

## ACCEPTANCE CRITERIA FOR ACCEPTANCE CRITERIA CHECKLIST.



### ✓ Jobs To Be Done By Acceptance Criteria

- ✓ Specify functional and non-functional requirements.
- ✓ Determine conditions of satisfaction.
- ✓ Define boundaries of a user story/product feature.
- ✓ Clarify the expected outcome.
- ✓ State the story's/feature's intent, but not its solution.

### ✓ The Acceptance Criteria Checklist

#### Understandable By All Stakeholders

- ✓ Communicate intent rather than technical requirements or solutions.
- ✓ **Pro tip:** AC that defines technical requirements risk communicating a solution, instead of intent.
- ✓ Avoid business or technical jargon.
- ✓ Reserve the backlog's non-functional requirements for technical user stories and AC.

#### Written in First Person, Active Voice

- ✓ Write AC in the voice of the person drawing value from the story.
- ✓ Use active voice, in which the user is doing the action described in the AC.
- ✓ Communicate the value that the user will gain by doing the action described in the AC.
- ✓ Consider techniques that steer your user in the direction of the solution without actually stating the implementation.  
**Example:** "I can search for a name."

#### Written Using Concise, Prosaic Sentences

- ✓ Brevity is the key to good AC. Keep it simple.
- ✓ Omit unnecessary words. Make definite assertions.
- ✓ Use the words the user would use.
- ✓ Avoid redundancy or repetition.

#### Independent of Implementation

- ✓ AC is evergreen; write AC so the user receives value regardless of whether the implementation is made.
- ✓ Avoid writing AC that is prescriptive; doing so constrains creativity and innovation.

#### Stay in the Problem Space, not the Solution Space

- ✓ Write AC in the Problem Space. Focus on the problem to be solved, the job to be done.
- ✓ Write AC that points to a specific user problem, need, or benefit that the product should address.  
**Pro tip:** AC written in the Solution Space describes a specific implementation that might not address the customer need or requirement.