- Agile teams have flexibility to decide documentation needs, but Mutual of Omaha provides guidance to ensure that Agile projects have adequate records to support them in production.
 - With Scrum Master facilitation, the Agile team collectively decides documentation level and form factor that suits the project's needs and that adds value to the overall Agile sprint deliverables.
 - However, in Waterfall, the effort is front-loaded. In Agile, documentation is more continuous.
 - Agile takes advantage of key deliverables, such as programming code and test results, to serve as documentation. To a degree, Agile is self-documenting.
 Agile teams may choose to record whiteboard photos from brainstorming sessions.

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IT PRACTICE

AGILE DOCUMENTATION: WHAT IS JUST ENOUGH?



WATERFALL **AGILE** 1. Idea/Concept I. Opportunity Assessment Template Author: Business VP (Sponsor), or Other Business Partner **Associated Process:** Gated Process of Prioritization 2. Project Kickoff II. Project Charter Author: PM, Scrum Master, or Business Partner **Associated Process:** Business Case Elaboration, Gated Approval Steps Form Factor Is at the Sequential and Required Discretion of the Team Work Plan, Detailed Schedule Release Plan and Backlog (Maintained Throughout) 2 Iteration Plan, Backlog, Acceptance Logical Requirements Document Criteria Physical Nonfunctional and IT Requirements, System Architecture Story Dependency, Risk Profile, Agile Workbook 3. Development/ Whiteboard Photos A homegrown Execution Training Plan (Systems Impacted, Service Instructions) tool that includes Sprint Application Design, the Agile backlog Build, Inspect, Adapt Product Documentation (Descriptions, and serves as a Specs, Issues, and Areas for Improvement) repository for 3 Testing Highlights documentation: Coding Test Plan and Test Case it also contains Burndowns and Velocity Charts examples and 4 Status Reports (Periodic) templates of Agile and Lessons Learned Sprint Demos and Retrospectives documentation. III. Transition Document Author: PM or Scrum Master Associated Process: Hand Off Information for Maintenance 4. Release Documentation required (Includes Demo for

INTRODUCTION

for Agile and Waterfall.

PREDICTABLE DELIVERY CULTURAL CHANGE MANAGEMENT

Agile Projects)

AGILE COMPETENCIES

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