

OpenAgile Engagement Meeting

Process Facilitator's Workbook

Recipe: Team Spider Chart for Level of Understanding of OpenAgile

Purpose: Help the team members gauge how well they understand the OpenAgile principles and practices.

Time Needed: 5 to 15 minutes

Steps:

1. Before the meeting, each member of the team gets a blank copy of a Spider Chart.
2. Team members privately fill out the Spider Chart. Each team member marks on each arm of the chart a location that represents their own assessment of their understanding of the principle/practice on that arm. (See photograph)
3. At the Engagement Meeting, the Process Facilitator will describe the purpose of the exercise. The following description can be used:
“This exercise helps us see the strengths and the gaps in our understanding of the OpenAgile system. Each person has received a blank copy of the Spider Chart. If you do not have it with you, please let me know and I will give you one. We will take two minutes to review our own personal charts, and then after that we will create a team chart.”
4. Everyone gets two minutes to review / update personal charts.
5. Display a poster-size version of the spider chart.
6. Ask each team member to use a marker to draw dots on each of the arms of the chart that shows their own understanding of OpenAgile.
7. Lead a short discussion about the results shown on the chart. It is okay for individuals to help each other gain deeper understanding when there are gaps.
8. Encourage individuals to hold on to their personal charts to see their own progress over time.
9. Take a photo of the team chart for record-keeping and to share with stakeholders. Also consider transferring the data to a spreadsheet if this is a better way of tracking over time.

Materials and Preparation

- individual printouts of the spider chart
- one poster-size printout or flipchart of the spider chart
- markers
- digital camera

Advanced:

- consider letting the team add arms to the chart over time
- the same general approach can be used to evaluate other dimensions of a team's work

Picture on following page...

