# 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

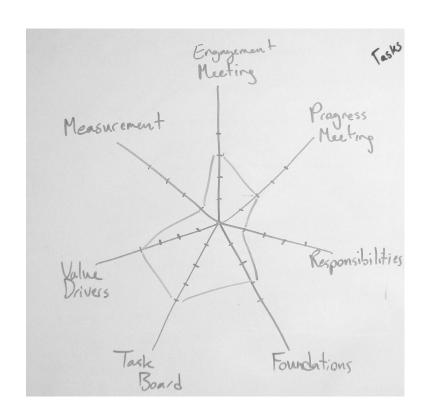
- individual printouts of the spider chart
- one poster-size printout or flipchart of the spider chart
- markers
- digital camera

#### 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...





# **OpenAgile**