Writing Prompt 1

In Mighty Jaxx's business operations, I believe the production function can benefit the most from the Scrum/Sprint method. Although Scrum/Sprint methods are typically used in software development processes, they are known for their flexibility, making them applicable to project management in other fields as well.

Flexibility is crucial for the production function, as production processes often involve multiple stages and may require adjustments as needed. By adopting the Scrum/Sprint method, the production team can set goals and plans for each sprint period based on project requirements, achieving deliverable product increments.

During the production process, daily stand-up meetings can ensure that team members stay in close contact and share their progress and plans to address any potential issues. At the end of each sprint period, review and retrospective meetings can help the team identify their completed work, models and test results, and other incremental achievements. These feedback and improvement plans will help improve the production team's efficiency.

For example:

i. Sprint 1 Planning: The team identifies the tasks and goals to be accomplished, such as producing a certain number of toys, at the start of Sprint 1.
ii. Daily Scrum Meeting: The team holds a 15-minute Daily Scrum meeting every morning to share each person's progress and plans, discuss and resolve any potential issues.
iii. Sprint Review: At the end of the two-week Sprint period, the team demonstrates the work they have completed, such as models produced and test results, as well as other small incremental accomplishments.
iv. Sprint Retrospective: After the Sprint Review, the team holds a retrospective meeting to determine how their work has been conducted, what things can be improved, and to formulate improvement plans.
v. Sprint 2 Planning: Based on the feedback and improvement plans from the previous Sprint, the team develops a plan for the next Sprint.
vi. Repeat the above steps, with each Sprint ending in a demonstration and retrospective meeting, with the ultimate goal of producing enough toys.

While Kanban is a visual project management tool that can coordinate work between different teams and processes, it may not be the most suitable for the specific needs of the production function. As production processes require more flexibility rather than coordinating work between different teams, adopting the Scrum/Sprint method can better meet the needs of the production function.

Overall, the Scrum/Sprint method can provide flexibility, deliverable product increments, and feedback and improvement plans, all of which are particularly useful in production processes. By setting plans and goals for each sprint, the production team can adapt to project requirements and improve their production efficiency.

Writing Prompt 2

Following Writing Prompt 1, Kanban is a process management method that coordinates and optimizes the flow of tasks within a team. Among these functions, I

believe Distribution involves the most member management and coordination among them. Therefore, I think Kanban is the most suitable method to ensure a smooth flow in the Distribution process.

On the other hand, Scrum/Sprint methods are more suitable for completing flexible work within a short time. However, in the Distribution process, I think the order processing process requires time and coordination. Therefore, it is sufficient to use Kanban to optimize the process and ensure that tasks can be completed smoothly.

The following is a list of possible columns in Kanban:

i. Pending: In this column, list all pending orders and requests, such as customer orders, customer notes, and return/replacement requests.
ii. In Progress: This column will list all tasks currently being processed, such as quality inspections and packaged products. This will allow team members to see ongoing tasks and who is handling them.
iii. Shipping: In this column, list shipped but unconfirmed orders and tracking numbers, allowing team members to see shipped products and delivery times.
iv. Delivered: In this column, list completed orders, indicating that customers have confirmed receipt of the goods.
v. Blocked: In this column, list orders that cannot be processed further, such as those facing logistics or stock issues, as well as customer returns.

Using these columns, the team can better track the status of each order and adjust work plans quickly to ensure timely delivery. The emphasis of Kanban is visualizing and optimizing the workflow, making it an ideal choice for the Distribution function.

Writing Prompt 3

Firstly, I would like to alert Jackson Aw about a cognitive bias called anchoring bias. Anchoring bias is a prejudice where people rely too heavily on the first impression or the first set of data when making decisions, ignoring the influence of other relevant factors. This bias typically occurs when people are trying to evaluate vague or uncertain information, such as market demand for a new product or cost-effectiveness of a new technology. Since Mighty Jaxx previously used the traditional waterfall model, I believe that in transitioning to agile development, the team may overly rely on their previous experience and practices, making it difficult to adapt to the new agile approach. If Jackson relies too much on the success of previous experience and using the traditional waterfall model, he may fall into the trap of anchoring bias, ignoring other relevant factors such as implementation and operational costs of agile development, the team's ability and culture, etc. This bias may lead to inaccurate or unwise decisions by Jackson, such as overestimating the benefits of agile development or underestimating the difficulty of implementation. Additionally, this bias may also lead to Jackson's team members' viewpoints being ignored or undervalued.

To avoid falling into the trap of anchoring bias, I suggest that Jackson encourages team members to participate in the decision-making process. Respecting different viewpoints and experiences can help avoid situations where important information is overlooked. Additionally, collecting and considering multiple sources of data and information with the team can also help prevent relying too much on a single data point.