# **Sprint Burn Down Templates**

Instructions: What are these charts? How do I work them?

Updated 2020

## **Classic Agile Iteration Charts**

- A Burn DOWN for hours (and a version without this, as it's a bit out of fashion these days)
- A Burn UP for story points
- A Cumulative flow chart to help you to identify bottlenecks in your workflow.

## How do I use this Template?

- Choose "Make a copy" from the "File" menu above.
- This will save an editable version to your own Google Drive.
- Overwrite the content of the white cells, don't delete rows or the calcs in the grey or coloured cells!
- By entering data in the input grids, the charts will just happen
- · Even if you don't use all of the Cumulative flow, keep track of stories completed in the "Done" row

#### What do the charts show?

#### **Burn Down**

Estimated number of hours remaining to complete the sprint goal.

- Normally updated each day, immediately after the stand-up meeting
- The Scrum Master adds up all of the estimated hours remaining on all incomplete user stories
- Also shows the total number of hours available to the team in the remaining days of the sprint
- · So, it's designed whether things are on track, ahead or behind schedule
- In recent experience (2020), fewer teams do this. So there's a version here without this chart included

## **Burn Up**

Story points completed daily, throughout a sprint.

- · Very similar to the burn down
- · Rather than tracking work still to be done, it tracks work that has been completed
- Shows the accumulation of "Done" story points throughout the course of a sprint.

## **Cumulative Flow**

Tracks: Efficiency through stages in the delivery process

- · Highlights workflow bottlenecks, by charting the progress of stories through each stage of the sprint
- · The coloured bands each represent one stage in the development workflow
- In a "pull" system, a widening of a coloured bands will indicate a bottleneck in the phase that follows
- It could in practice though (when used in Scrum), indicate a lag in the phase itself

# Let me know how you go!

You are free copy this doc, and use it in any way you like. Knock yourself out. It'd be great if you could post a link back to the blog (somewhere) if you find the charts give you some help at work!

## http://scrumage.com/

If you find any errors, or think of ways to improve these charts, don't keep it to yourself. Any feedback at all is great.

## Adrian

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