Sprint Burn Down Templates

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

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
adrian@fittolani.com

Sprint

	# Days in this sprint	9	Total number of work days in Sprint (exclude public holidays etc)
	Points Target	51.7	Story Points in sprint after Sprint Planning
	Number of Stories	29	Stories in sprint after Sprint Planning

Points

Date	0	11/20	11/21	11/22	11/23	11/24	11/25	11/26	11/27	11/28
Forecast Burn	0	4.00	9.00	15.00	22.50	28.25	31.50	38.25	43.75	51.70
Required Burn	0	5.74	11.49	17.23	22.98	28.72	34.47	40.21	45.96	51.70
Done	0	5.4	10.65	14.9	17.6	20.85	22.1	24.85	25.35	28.6

Stories

Elapsed Days	0	11/20	11/21	11/22	11/23	11/24	11/25	11/26	11/27	11/28
fill or leave blank as required >>										
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fill or leave blank as required >>										
fill or leave blank as required >>										
Change From Planned										

Points Burn Up

Legend:
- Forecast Burn
- Required Burn
- Done

ELAPSED DAYS

44528

No data

POINTS DONE

28.6

No data

No data

BackLog	Effort	Status	Person
Revise success and errors	1	Done	Matthew
Non-Functional Requirements	1	Done	Matthew
Specify Enviornments	2	Done	Jessie
HL Revision	2	Done	Pammy
Hardware Architecture	3	Done	Viet
Front-End DAR Report	4	INP	Jessie

Sprint

# Days in this sprint	9	Total numb
Points Target	16.7	Story Point
Number of Stories	15	Storie

Points

Date	0	11/20	11/21	11/22	11/23	11/24	11/25	11/26	11/27	11/28	
Forecast Burn(BRD)	0	1.00	3.00	4.00	7.00	9.00	9.00	12.00	14.0	16.70	
Required Burn(BRD)	0	1.86	3.71	5.57	7.42	9.28	11.13	12.99	14.8	16.70	
Done	0	2.40	2.40	2.40	3.10	3.10	3.10	3.10	3.10	3.10	

Points Burn Up

ELAPSED DAYS

44528

No data

POINTS DONE

3.10

STORIES DONE

0

Stories

Elapsed Days	0	11/20	11/21	11/22	11/23	11/24	11/25	11/26	11/27	11/28	Total
Risk Mitigation Planning	0	0	0	0	0	0	0	0	0	0	3
Total estimate with units for project	0	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Identify human resources and	0	0	0	0	0	0	0	0	0	0	0.5
Specify stand-alone work item for	0	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1
Get better estimate for effort needed to	0	0	0	0	0	0	0	0	0	0	0.5
Explicitly idenfify data that production	0	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1
Align specific test cases to planned	0	0	0	0	0	0	0	0	0	0	0.5
Have a Gantt chart showing resources	0	0	0	0	0	0	0	0	0	0	2
Clearer format in general	0	1	1	1	1	1	1	1	1	1	2
Focus on infrastructure of	0	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	1
Show system level details (CPU, RAM	0	0	0	0	0	0	0	0	0	0	3
Specify component names	0	0	0	0	0	0	0	0	0	0	0.5
Label input and outputs	0	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.5
Remove things that will be for the future	0	0	0	0	0.5	0.5	0.5	0.5	0.5	0.5	0.5
IP's (put list as separate doc and	0	0	0	0	0.2	0.2	0.2	0.2	0.2	0.2	2

Change From Planned		-12.6	-12.6	-12.6	-11.9	-11.9	-11.9	-11.9	-11.9	-11.9	

Cumulative Flow & Stories Done

Legend:
- IP's (put list as separate doc and
- Remove things that
- Label input and
- Specify component
- Show system level
- Focus on
- 9 more

fill or leave blank as required >>

Sprint

# Days in this sprint	9	Total number of work days in Sprint (exclude public holidays etc)
Points Target	8	Story Points in sprint after Sprint Planning
Number of Stories	4	Stories in sprint after Sprint Planning

Points

Date	0	11/20	11/21	11/22	11/23	11/24	11/25	11/26	11/27	11/28
Forecast Burn	0	0	0	2.0	4	4	4	5	6	8
Required Burn	0	0.88	1.78	2.67	3.56	4.44	5.3	6	7.11	8
Done	0	0	2	3	4	4	4	5	5	6

Stories

Elapsed Days	0	11/20	11/21	11/22	11/23	11/24	11/25	11/26	11/27	11/28
HL Design - Specify Components		0	1	1	1	1	1	1	1	1
Set up VS Environment		0	1	2	2	2	2	2	2	2
Set up Database		0	0	0	1	1	1	2	2	2
Connect Database		0	0	0	0	0	0	0	0	1
fill or leave blank as required >>										
fill or leave blank as required >>										
fill or leave blank as required >>										
fill or leave blank as required >>										
Change From Planned				-2	-1	0	0	0	1	1	2

Points Burn Up

Legend: Forecast Burn, Required Burn, Done

Cumulative Flow & Stories Done

Legend: Connect Database, Set up Database, Set up VS Environment, HL Design - Specify Components

ELAPSED DAYS

44528

TAKT

9.00

POINTS DONE

6

STORIES DONE

1

Sprint	# Days in this sprint	9	Total number of work days in Sprint (exclude public holidays etc)
	Points Target	7	Story Points in sprint after Sprint Planning
	Number of Stories	3	Stories in sprint after Sprint Planning

Points	Date	0	11/20	11/21	11/22	11/23	11/24	11/25	11/26	11/27	11/28
	Forecast Burn	0	1.00	2.00	3.00	3.50	4.25	5.50	6.25	6.75	7.00
	Required Burn	0	0.78	1.56	2.33	3.11	3.89	4.67	5.44	6.22	7.00
	Done	0	1	2.25	3	3.5	4.25	5.5	6.25	6.75	7

Stories	Elapsed Days	0	11/20	11/21	11/22	11/23	11/24	11/25	11/26	11/27	11/28
	UM Diagram Revisions	0	0.25	0.5	0.75	0.75	0.75	1	1	1	1
fill or leave blank as required >>	UM Class Diagram	0	0.25	0..25	0.5	0.75	0.75	1	1	1	1
fill or leave blank as required >>	NUnit DAR	0	0	0.25	0.25	0.25	0.5	0.75	1	1	1
fill or leave blank as required >>	Revise Test Plan Test Data	0	0	0.5	0.5	0.75	1	1.25	1.5	2	2
fill or leave blank as required >>	Revise Test Plan Pass/Failure Case	0	0.5	0.75	1	1	1.25	1.5	1.75	1.75	2
fill or leave blank as required >>											
fill or leave blank as required >>											
	Change From Planned		-2	-1	0	0.5	1.25	2.5	3.25	3.75	4

Points Burn Up

- Forecast Burn
- Required Burn
- Done

Cumulative Flow & Stories Done

- Revise Test Plan Pass/Failure Case
- Revise Test Plan Test Data
- NUnit DAR
- UM Class Diagram
- UM Diagram Revisions

ELAPSED DAYS

44528

TAKT

9.00

POINTS DONE

7

STORIES DONE

1

Sprint			
# Days in this sprint	9	Total number of work days in Sprint (exclude public holidays etc)
Points Target	20	Story Points in sprint after Sprint Planning
Number of Stories	7	Stories in sprint after Sprint Planning

Points

Date	0	11/20	11/21	11/22	11/23	11/24	11/25	11/26	11/27	11/28
Forecast Burn(BRD)	0	2.00	4.0	6.00	8.00	11.00	13.0	15.00	17.00	20.0
Required Burn(BRD)	0	2.22	4.4	6.66	8.88	11.10	13.3	15.54	17.70	20.0
Done	0	2	4	6.5	7	9.5	9.5	10.5	10.5	12.5

Stories

Elapsed Days	0	11/20	11/21	11/22	11/23	11/24	11/25	11/26	11/27	11/28
Creating objects for logging SD		1	2	2	2	2	2	2	2	2
Sequence Diagram: Creating account success		1	2	2.5	2.5	3	3	3	3	3
Sequence Diagram: Updating account success		0	0	1	1.5	2	2	2	2	2
Sequence Diagram: Deleting account success		0	0	1	1	1.5	1.5	1.5	1.5	1.5
Sequence Diagram: Creating account fail case		0	0	0	0	1	1	1	1	2
Sequence Diagram: Updating account fail case		0	0	0	0	0	1	1	1	1
Sequence Diagram: Deleting account success		0	0	0	0	0	0	0	1	1
Change From Planned		-5	-3	-0.5	0	2.5	2.5	3.5	3.5	5.5

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Points Burn Up

- Forecast Burn(BRD)
- Required Burn(BRD)
- Done

Cumulative Flow & Stories Done

- Sequence Diagram:
- Sequence Diagram:
- Sequence Diagram:
- Sequence Diagram:
- Sequence Diagram:
- Sequence Diagram:
- Creating objects for

ELAPSED DAYS

44528

TAKT

4.50

POINTS DONE

12.5

STORIES DONE

2

Sprint			
# Team Members	4	Used for hours burn down (not as many teams do this these days)
# Hours in 1 work day	7.5	Used for hours burn down (not as many teams do this these days)
# Days in this sprint	10	Total number of work days in Sprint (exclude public holidays etc)
Points Target	36	Story Points in sprint after Sprint Planning
Number of Stories	8	Stories in sprint after Sprint Planning

Hours

Day	1	2	3	4	5	6	7	8	9	10
Available	300	270	240	210	180	150	120	90	60	30
Task Hrs Remaining	400	400	380	400	300	300	300			

Points

Day	1	2	3	4	5	6	7	8	9	10
Forecast Burn	3	6	9	11	14	17	20	23	26	29
Required Burn	4	7	11	14	18	22	25	29	32	36
Done	3	6	11	11	19	19	20			

Stories

Elapsed Days	1	2	3	4	5	6	7
Done	1	2	3	3	4	4	5
fill or leave blank as required >>							
fill or leave blank as required >>							
fill or leave blank as required >>							
fill or leave blank as required >>							
fill or leave blank as required >>	Process B (eg "Test")	0	1	2	1	1	2	1
fill or leave blank as required >>	Process A (eg "Dev")	3	2	2	3	3	2	2
	To Do	4	3	1	1	0	0	0
	Change From Planned	0	0	0	0	0	0	0

Hours Burn Down

Legend: Available, Task Hrs Remaining

ELAPSED DAYS

7

TAKT

1.40

Points Burn Up

Legend: Forecast Burn, Required Burn, Done

POINTS DONE

20

Cumulative Flow & Stories Done

Legend: To Do, Process A (eg "Dev"), Process B (eg "Test"), Done

STORIES DONE

5