

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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Sprint	# Days in this sprint	13	Total number of work days in Sprint (exclude public holidays etc)													
	Points Target	281	Story Points in sprint after Sprint Planning													
	Number of Stories	39	Stories in sprint after Sprint Planning													
Points	Date	0	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
	Forecast Burn	0	21.50	48.00	65.50	91.00	116.00	141.00	167.00	184.50	208.00	223.50	245.00	263.50	281.00	
	Required Burn	0	21.62	43.23	64.85	86.46	108.08	129.69	151.31	172.92	194.54	216.15	237.77	259.38	281.00	
	Done	0	21.00	43.00	60.00	90.00	118.00	145.00	160.00	175.00	204.00	221.00	238.00	261.00	280.00	
Stories	Elapsed Days	0	4/18	4/19	4/20	4/21	4/22	4/23	4/24	4/25	4/26	4/27	4/28	4/29	4/30	
Change From Planned																

Points Burn Up

<

[illegible]

Member		Jessie Lazo														ELAPSED DAYS		<div>44676</div>		<div><div>Points Burn Up</div><div><div><div>40</div><div>30</div><div>20</div><div>10</div><div>0</div></div><div><div>0</div><div>4/18</div><div>4/19</div><div>4/20</div><div>4/21</div><div>4/22</div><div>4/23</div><div>4/24</div></div><div><div>Forecast Burn (BRD)</div><div>Required Burn (BRD)</div><div>Done</div></div></div></div>	
Sprint	# Days in this sprint	13	Total number of work days in Sprint (exclude public holidays etc)																		
	Points Target	58	Story Points in sprint after Sprint Planning																		
	Number of Stories	9	Stories in sprint after Sprint Planning																		
Points	Date	0	4/18	4/19	4/20	4/21	4/22	4/23	4/24	4/25	4/26	4/27	4/28	4/29	4/30						
	Forecast Burn(BRD)	0	4.50	9.00	13.50	18.00	22.00	26.00	31.00	35.50	40.00	44.50	49.00	53.50	58.00						
	Required Burn(BRD)	0	4.46	8.92	13.38	17.85	22.31	26.77	31.23	35.69	40.15	44.62	49.08	53.54	58.00						
	Done	0	3.00	7.00	11.00	15.00	19.00	23.00	25.00	28.00	31.00	34	38	42	47						
	Elapsed Days	0	4/18	4/19	4/20	4/21	4/22	4/23	4/24	4/25	4/26	4/27	4/28	4/29	4/30						
Stories	Tree Management Backend	0	0	0	4	8	12	16	16	16	16	16	16	16	16						
fill or leave blank as required >>	UAD Revisions	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
fill or leave blank as required >>	Create Node - Frontend (Finish)	0	2	2	2	2	2	2	2	2	2	2	2	2	2						
fill or leave blank as required >>	Create Node - Frontend Testing	0	0	0	0	0	0	2	2	2	2	2	2	2	2						
fill or leave blank as required >>	Delete Node - Frontend	3	3	3	3	3	3	3	3	3	3	3	3	3	3						
	Delete Node - Frontend Testing	0	2	2	2	2	2	2	2	2	2	2	2	2	2						
	Changing Parent of Node - Design	0	0	0	0	0	0	0	3	6	9	10	10	10							
	Changing Parent of Node Backend	0	0	0	0	0	0	0	0	0	0	3	7	12							
	Changing Parent of Node Frontend	0	0	0	0	0	0	0	0	0	0	0	0	0							
	Changing Parent of Node Documentation	0	0	0	0	0	0	0	0	0	0	0	0	0							
fill or leave blank as required >>																					
	Change From Planned	-6	-2	2	6	10	14	16	19	22	25										

TAKT

0.50

Cumulative Flow & Stories Done

30

20

10

0

4/18

4/19

4/20

4/21

4/22

4/23

4/24

Forecast Burn (BRD)

Required Burn (BRD)

Done

POINTS DONE

28.00

STORIES DONE

16

Member		Viet Nguyen													
Sprint	# Days in this sprint	13													
	Points Target	Total number of work days in Sprint (exclude public holidays etc)													
	Number of Stories	Story Points in sprint after Sprint Planning													
		Stories in sprint after Sprint Planning													
Points	Date	0	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	Forecast Burn	0	3	7	8.0	13	14	18	23	26	30	31	34	36	40
	Required Burn	0	2.91	5.83	8.75	11.66	14.58	17.50	20.41	23.33	26.25	29.16	32.08	35.00	40.00
	Done	0	3	6	8	11	15	20	22	24	28	32	36	46	54
Stories	Elapsed Days	0	4/18	4/19	4/20	4/21	4/22	4/23	4/24	4/25	4/26	4/27	4/28	4/29	4/30
	Copy and Paste Design	0	1	2	4	6	8	9	9	9	9	10	10	10	
	Copy and Paste Backend testing	1	2	2	3	3	3	3	3	3	4	6	9	12	
	Copy and Paste Backend implementation	2	3	4	4	6	9	10	12	16	18	20	25	30	
	Copy and Paste Frontend Implementation	0	0	0	0	0	0	0	0	0	0	1	2	2	
	Copy and Paste Frontend Testing	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Merge	0	0	0	0	0	0	0	0	0	0	0	0	0	
		Change From Planned													

Points Burn Up

The chart displays the progress of the sprint. The 'Forecast Burn' (green line) remains constant at 40 points. The 'Required Burn' (purple line) increases linearly from 0 to 40 points by 4/30. The 'Elapsed Days' (blue line) increases from 0 to 13 days by 4/30. The 'Copy and Paste Design' (orange line) and 'Copy and Paste' (teal line) are both at 0 points.

Cumulative Flow & Stories Done

The chart shows the cumulative count of stories done. The 'Merge' (light blue) and 'Copy and Paste Frontend Testing' (orange) series are at 0. The 'Copy and Paste Frontend' (green) series increases from 0 to 2. The 'Copy and Paste' (red) series increases from 0 to 10. The 'Copy and Paste Design' (yellow) series increases from 0 to 10. The 'Copy and Paste' (blue) series increases from 0 to 10.

ELAPSED DAYS

44681

No data

POINTS DONE

54

No data

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 Burn Down

400

200

0

1

2

3

4

5

6

7

8

9

10

Available

Task Hrs Remaining

ELAPSED DAYS

7

TAKT

1.40

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 >>

fill or leave blank as required >>

fill or leave blank as required >>

Process B (eg "Test")

0

1

2

1

1

2

1

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

Points Burn Up

40

30

20

10

0

1

2

3

4

5

6

7

8

9

10

Forecast Burn

Required Burn

Done

Cumulative Flow & Stories Done

8

6

4

2

0

1

2

3

4

5

6

7

To Do

Process A (eg "Dev")

Process B (eg "Test")

Done

POINTS DONE

20

STORIES DONE

5