

# 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!**

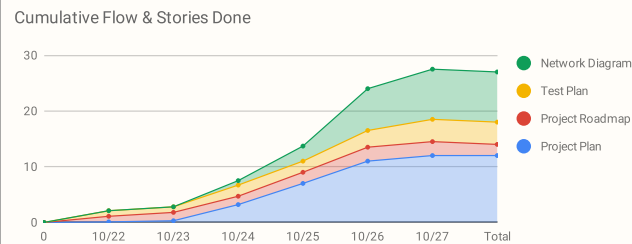
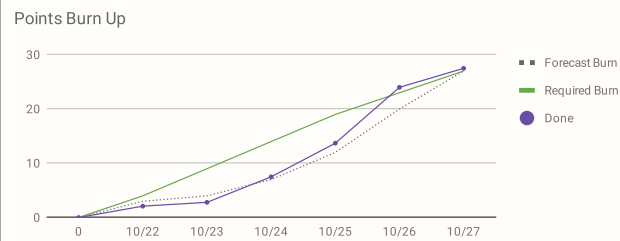
You are free copy this doc, and use it in any way you like. Knock yourself out. It'd be great if you could post a link back to the blog (somewhere) if you find the charts give you some help at work!

<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.

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Sprint	# Days in this sprint	6	Total number of work days in Sprint (exclude public holidays etc)							
	Points Target	27	Story Points in sprint after Sprint Planning							
	Number of Stories	9	Stories in sprint after Sprint Planning							
Points	Date	0	10/22	10/23	10/24	10/25	10/26	10/27		
	Forecast Burn	0	3	4	7	12	20	27		
	Required Burn	0	4	9	14	19	23	27		
	Done	0	2.1	2.8	7.5	13.7	24	27.5		
Stories	Elapsed Days	0	10/22	10/23	10/24	10/25	10/26	10/27		
	Project Plan	0	0.1	0.3	3.2	7	11	12	Total	
fill or leave blank as required >>										
fill or leave blank as required >>	Project Roadmap	0	1	1.5	1.5	2	2.5	2.5	2	
fill or leave blank as required >>										
fill or leave blank as required >>	Test Plan	0	1	1	2	2	3	4	4	
fill or leave blank as required >>										
fill or leave blank as required >>	Network Diagram	0	0	0	0.8	2.7	7.5	9	9	
fill or leave blank as required >>										
	Change From Planned		-6.9	-6.2	-1.5	4.7	15	18.5	18	



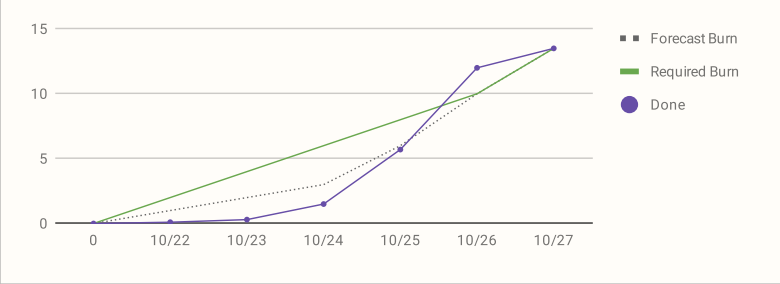
ELAPSED DAYS	44496
TAKT	0.50
POINTS DONE	27.5
STORIES DONE	12

BackLog	Priority	Effort	Status	Person
Project Plan	1	14	Done	Jessie
Test Plan	2	4	Done	Pammy
Network Diagram	3	9	Done	Matthew
Project Roadmap Final Draft		2	Done	Viet
Project Plan (Fall) Final Draft		6	Done	Jessie
Project Plan (Spring) Final Draft		5	Done	Matthew
Network Diagram Rough Draft		2	Done	Matthew
Network Diagram Final Draft		1.5	Done	Matthew
Test Cloud Provider		4	Done	Matthew
Test Plan Write Up Final Draft		3	Done	Pammy
Research Cloud Provider	1	1.5	Done	Viet
Project Plan Write Up		1	Done	Jessie



Sprint	# Days in this sprint	6	Total number of work days in Sprint (exclude public holidays etc)									
	Points Target	13.5	Story Points in sprint after Sprint Planning									
	Number of Stories	3	Stories in sprint after Sprint Planning									
Points	Date	0	10/22	10/23	10/24	10/25	10/26	10/27				
	Forecast Burn	0	1	2	3	6	10	13.5				
	Required Burn	0	2	4	6	8	10	13.5				
	Done	0	0.1	0.3	1.5	5.7	12	13.5				
Stories	Elapsed Days	0	10/22	10/23	10/24	10/25	10/26	10/27	Status	Total		
	Project Plan											
	Project Plan (Spring) Final Draft	0	0.1	0.3	1.2	4	6	6		6		
	Network Diagram											
	Network Diagram Rough Draft	0	0	0	0.3	1.2	2	2		2		
	Network Diagram Final Draft	0	0	0	0	0	0.5	1.5		1.5		
	Test Cloud Provider	0	0	0	0	0.5	3.5	4		4		
Change From Planned			-2.9	-2.7	-1.5	2.7	9	10.5		10.5		

Points Burn Up

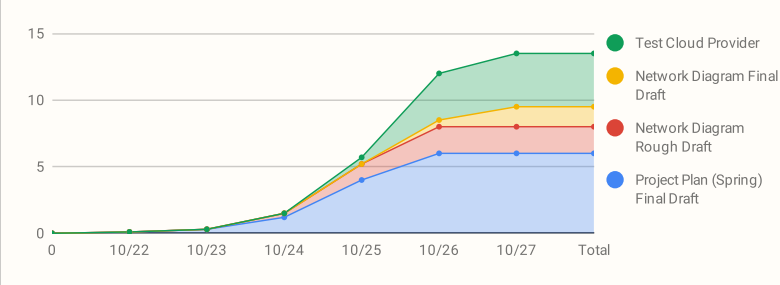


ELAPSED DAYS

44496

No data

Cumulative Flow & Stories Done



POINTS DONE

13.5

No data



[illegible]





