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	13	Total number of work days in Sprint (exclude public holidays etc)
	Points Target	265	Story Points in sprint after Sprint Planning
	Number of Stories	41	Stories in sprint after Sprint Planning

			Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Points	Date	0	3/21	3/22	3/23	3/24	3/25	3/26	3/27	3/28	3/29	3/30	3/31	4/1	4/2
	Forecast Burn	0	18.00	36.00	52.00	72.00	90.00	113.00	136.00	160.00	179.00	198.00	220.00	240.50	265.00
	Required Burn	0	20.38	40.77	61.15	81.54	101.92	122.31	142.69	163.08	183.46	203.85	224.23	244.62	265.00
	Done	0	14.00	34.00	45.00	61.50	76.50	91.00	106.00	123.00	140.00	157.00	171.50	189.00	214.00

Stories	Elapsed Days	0	3/8	3/9	3/10	3/11	3/12	3/13	3/14	3/15	3/16	3/17	3/18	3/19	
	fill or leave blank as required >>														
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	fill or leave blank as required >>														
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	fill or leave blank as required >>														
	Change From Planned														

Points Burn Up

- Forecast Burn
- Required Burn
- Done

ELAPSED DAYS

44636

No data

POINTS DONE

214.00

No data

No data

Sprint

# Days in this sprint	13	Total number of work days in Sprint (exclude public holidays etc)
Points Target	220	Story Points in sprint after Sprint Planning
Number of Stories	40	Stories in sprint after Sprint Planning

Points

		Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Date	0	3/21	3/22	3/23	3/24	3/25	3/26	3/27	3/28	3/29	3/30	3/31	4/1	4/2
Forecast Burn	0	15.00	29.00	42.00	58.00	73.00	92.00	112.00	132.00	148.00	163.00	182.00	199.50	220.00
Required Burn	0	16.92	33.85	50.77	67.69	84.62	101.54	118.46	135.38	152.31	169.23	186.15	203.08	220.00
Done	0	14.00	34.00	45.00	61.50	76.50	91.00	106.00	123.00	140.00	157.00	171.50	189.00	214.00

Stories

		Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Elapsed Days	0	3/21	3/22	3/23	3/24	3/25	3/26	3/27	3/28	3/29	3/30	3/31	4/1	4/2
fill or leave blank as required >>														
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fill or leave blank as required >>														
Change From Planned														

Points Burn Up

- Forecast Burn
- Required Burn
- Done

ELAPSED DAYS

44649

No data

POINTS DONE

214.00

No data

No data

Member	Matthew Chen		
Sprint	# Days in this sprint	13	Total numb
	Points Target	43	Story Point
	Number of Stories	10	Storie

Points

		0	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat			
Points	Date	0	3/21	3/22	3/23	3/24	3/25	3/26	3/27	3/28	3/29	3/30	3/31	4/1	4/2			
	Forecast Burn(BRD)	0	2.00	4.00	6.00	10.00	14.00	18.00	22.00	27.00	31.00	34.00	37.00	40.00	43.00			
	Required Burn(BRD)	0	3.31	6.62	9.92	13.23	16.54	19.85	23.15	26.46	29.77	33.08	36.38	39.69	43			
	Done	0	0.00	6.00	8.00	11.50	13.00	16.00	20.00	26.00	32.00	36	38	42	45			

Stories

	Elapsed Days	0														
	Test Token Authentication	0	0	0	0	0	0	1	3	7	7	7	7	7	7	5
fill or leave blank as required >>	Setup Token Authentication Middleware	0	0	0	0	0	2	4	4	4	4	4	4	4		4
fill or leave blank as required >>	Revise Authentication to store Token and attach Token to header of response	0	0	0	0	0.5	2	2	2	2	2	2	2	2		2
fill or leave blank as required >>	Revise Accounts table to have Token column	0	0	0	0	1	1	1	1	1	1	1	1	1		1
fill or leave blank as required >>	Research Token Authentication	0	0	0	2	4	4	4	4	4	4	4	4	4		4
	Authorization - Add Check for Correct User	0	0	0	0	0	0	0	2	2	2	2	2	2		2
	Setup DI Container for Tests	0	0	4	4	4	4	4	4	4	4	4	4	4		4
fill or leave blank as required >>	Test DI Container Tests	0	0	2	2	2	2	2	2	2	2	2	2	2		2
fill or leave blank as required >>	Archiving - Rollback functionality	0	0	0	0	0	0	0	3	3	3	3	3	3		3
	Search - Sequence Diagram Success Case	0	0	0	0	0	0	0	3	7	9	10	10			10
	Merge to Main	0	0	0	0	0	0	0	0	0	0	0	3	3		3
	Test Main	0	0	0	0	0	0	0	0	0	0	0	3	3		3

Change From Planned			-4	-2	1.5	3	6	10	16	22	

Points Burn Up

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

Cumulative Flow & Stories Done

Legend:
- Test Main
- Merge to Main
- Search - Sequence Diagram Success Case
- Archiving - Rollback
- Test DI Container
- Setup DI Container for
- 6 more

ELAPSED DAYS
0

TAKT
0.00

POINTS DONE
32.00

STORIES DONE
7

DI Container Setup	2
DI Container Setup and Testing	2
DI Container Testing	2
Research Token Authentication	4
Revise Accounts Table to have Token column, Revise Authentication to Store Token and attach Token to header of response, Test Token Authentication	4
Setup Token Authentication Middleware, Test Token Authentication	4
Setup Token Authentication Middleware, Test Token Authentication	4
Authorization - Add Check for Correct User, Archiving Rollback Functionality	5
Search - Sequence Diagrams	4
Search - Sequence Diagrams	3
Search - Sequence Diagrams	3
Merge to Main	3
Test Main	3

Member	Jessie Lazo	
Sprint	**# Days in this sprint**	13	Total number of work days in Sprint (exclude public holidays etc)
	Points Target	44	Story Points in sprint after Sprint Planning
	Number of Stories	9	Stories in sprint after Sprint Planning

ELAPSED DAYS

44648

Points Burn Up

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

Points	Date	0	Mon 3/21	Tue 3/22	Wed 3/23	Thu 3/24	Fri 3/25	Sat 3/26	Sun 3/27	Mon 3/28	Tue 3/29	Wed 3/30	Thu 3/31	Fri 4/1	Sat 4/2
	Forecast Burn(BRD)	0	3.00	7.00	10.00	14.00	17.00	20.00	24.00	26.00	30.00	33.00	37.00	40.50	44.00
	Required Burn(BRD)	0	3.38	6.77	10.15	13.54	16.92	20.31	23.69	27.08	30.46	33.85	37.23	40.62	44.00
	Done	0	2.00	5.00	6.00	7.00	11.50	14.00	15.00	17.00	19.00	21	23	29	32

No data

POINTS DONE

17.00

STORIES DONE

0

Cumulative Flow & Stories Done

Stories	Elapsed Days	0	3/21	3/22	3/23	3/24	3/25	3/26	3/27	3/28	3/29	3/30	3/31	4/1	4/2
	UAD Frontend Testing		0	0	0	0	0	0	0	0	0	0	0	0	0
fill or leave blank as required >>	UAD Documentation		0	0	0	0	0	0	0	0	0	0	0	0	0
fill or leave blank as required >>	Create Node Backend		2	5	6	7	10	10	10	10	10	10	10	10	10
fill or leave blank as required >>	Create Node Backend Testing		0	0	0	0	1.5	4	5	7	7	7	7	7	7
fill or leave blank as required >>	Create Node Frontend Implementation		0	0	0	0	0	0	0	2	2	5	7	8
	Create Node Documentation		0	0	0	0	0	0	0	0	0	0	0	3	3
	Nivo DAR Revisions		0	0	0	0	0	0	0	0	2	2	2	4
	Delete Node Design		0	0	0	0	0	0	0	0	0	0	0	0
fill or leave blank as required >>															
	Change From Planned		-7	-4	-3	-2	2.5	5	6	8	10	12			

	Pammy Poor																	
Sprint	**# Days in this sprint**	13	Total number of work days in Sprint (exclude public holidays etc)														
	Points Target	42	Story Points in sprint after Sprint Planning														
	Number of Stories	8	Stories in sprint after Sprint Planning														

Points Burn Up

Points	Date	0	3/21	3/22	3/23	3/24	3/25	3/26	3/27	3/28	3/29	3/30	3/31	4/1	4/2			
	Forecast Burn	0	3.00	6.00	10.00	13.00	16.00	19.00	22.00	26.00	29.00	32.00	36.00	39.00	42.00			
	Required Burn	0	3.23	6.46	9.69	12.92	16.15	19.38	22.62	25.85	29.08	32.31	35.54	38.77	42.00			
	Done	0	6.00	11	17	21	23	27	31	34	35	38	38	38	42			

TAKT

1.29

Stories	Elapsed Days	0	3/21	3/22	3/23	3/24	3/25	3/26	3/27	3/28	3/29	3/30	3/31	4/1	4/2			
	Recovery - front end implementation	0	3	4	4	5	6	7	7	7	7	7	7	7	7			
fill or leave blank as required >>	Recovery - backend test writeup	0	1	3	3	3	3	3	3	3	3	3	3	3	5			
fill or leave blank as required >>	Recovery - backend testing	0	0	0	3	3	3	3	3	3	3	3	3	3	3			
fill or leave blank as required >>	Recovery - frontend testing	0	0	0	0	0	0	1	1	2	2	2	2	2	2			
fill or leave blank as required >>	Recovery - documentation	0	2	2	2	2	3	3	3	3	3	3	3	3	3			
fill or leave blank as required >>	Tagging - backend implementation	0	0	0	0	0	0	0	3	5	6	9	9	9	10			
fill or leave blank as required >>	Production Environment Setup	0	0	2	5	6	7	8	9	9	9	9	9	9	10			
	Registration - backend revision	0	0	0	0	2	2	2	2	2	2	2	2	2	2			

Cumulative Flow & Stories Done

POINTS DONE

35

STORIES DONE

7

	Change From Planned		-2	3	9	13	15	19	23	26	27	30	30	30	34			

Member		Viet Nguyen	
Sprint	# Days in this sprint	13	Total number of work days in Sprint (exclude public holidays etc)
	Points Target	40	Story Points in sprint after Sprint Planning
	Number of Stories	8	Stories in sprint after Sprint Planning

Points	Date	0	3/21	3/22	3/23	3/24	3/25	3/26	3/27	3/28	3/29	3/30	3/31	4/1	4/2
	Forecast Burn	0	4	6	7.0	9	10	14	18	23	24	28	32	35	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	2	5	6	9	11	14	17	19	23	27	30.5	35	44

Stories	Elapsed Days	0	3/21	3/22	3/23	3/24	3/25	3/26	3/27	3/28	3/29	3/30	3/31	4/1	4/2
	Account Deletion - Backend Revisions		2	5	5	8	9	10	12	13	16	18	18	19	20
fill or leave blank as required >>	Account Deletion - Backend Testing		0	0	1	1	2	4	5	6	7	9	12	16	24
fill or leave blank as required >>	Account Deletion - Documentation		0	0	0	0	0	0	0	0	0	0	0	0	0
fill or leave blank as required >>	Account Deletion - Implementation (Frontend)		0	0	0	0	0	0	0	0	0	0	0	0	0
fill or leave blank as required >>	Account Deletion - Frontend Testing		0	0	0	0	0	0	0	0	0	0	0	0	0
fill or leave blank as required >>	UM - Implementation (Backend)		0	0	0	0	0	0	0	0	0	0	0	0	0
fill or leave blank as required >>	UM - Implementation (Frontend)		0	0	0	0	0	0	0	0	0	0	0	0	0
	UM - Backend testing		0	0	0	0	0	0	0	0	0	0	0	0	0
	UM - Frontend testing		0	0	0	0	0	0	0	0	0	0	0	0	0
	Merge to Main	0	0	0	0	0	0	0	0	0	0	0	0	0	
Change From Planned															

Points Burn Up

Legend: Forecast Burn, Required Burn, Done, Elapsed Days, Account Deletion - Backend Revisions, Account Deletion - ... 8 more

ELAPSED DAYS

44653

No data

Cumulative Flow & Stories Done

Legend: Merge to Main, UM - Frontend testing, UM - Backend testing, UM - Implementation (Frontend), UM - Implementation, Account Deletion - ... 4 more

POINTS DONE

44

No data

Member	Ian Ho-Sing-Loy															
Sprint	# Days in this sprint	13	Total numb													
	Points Target	51	Story Point													
	Number of Stories	5	Storie													

			Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Points	Date		3/21	3/22	3/23	3/24	3/25	3/26	3/27	3/28	3/29	3/30	3/31	4/1	4/2
	Forecast Burn(BRD)	0	3.00	6.00	9.00	12.00	16.00	21.00	26.00	30.00	34.00	36.00	40.00	45.00	51.00
	Required Burn(BRD)	0	3.92	7.84	11.76	15.68	19.60	23.52	27.44	31.36	35.28	39.20	43.12	47.04	51.00
	Done	0	4.00	7.00	8.00	13.00	18.00	20.00	23.00	27.00	31.00	35.00	42.00	45.00	51.00

Stories	Elapsed Days	0	3/21	3/22	3/23	3/24	3/25	3/26	3/27	3/28	3/29	3/30	3/31	4/1	4/2
	Tree HIstory-Backend		0	0	0	3	7	9	12	16	18	20	24	26	30	30
fill or leave blank as required	Tree History-Backend Testing		0	0	0	0	0	0	0	2	4	7	8	10	10	
fill or leave blank as required >>	Tree History - Design - Database		2	3	3	3	3	3	3	3	3	3	3	3	3	
fill or leave blank as required >>	Tree History - Design - Diagrams		2	4	4	4	4	4	4	4	4	4	4	4	4	
fill or leave blank as required >>	Database Access - Turn DAO into async		0	0	1	3	4	4	4	4	4	4	4	4	4	
fill or leave blank as required																
fill or leave blank as required																

	Change From Planned		-1	2	3	8	13	15	18	22	26					

Points Burn Up

Cumulative Flow & Stories Done

Tree History - Design - Diagrams
Tree History - Design -

ELAPSED DAYS
44649

TAKT
0.50

POINTS DONE
31.00

STORIES DONE
18

Member	Ryan Harrison																

Sprint				
# Days in this sprint	13		Total numb
Points Target	45		Story Point
Number of Stories	1		Storie

Points			Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat		
Date	0		3/21	3/22	3/23	3/24	3/25	3/26	3/27	3/28	3/29	3/30	3/31	4/1	4/2		
Forecast Burn(BRD)	0		3.00	7.00	10.00	14.00	17.00	21.00	24.00	28.00	31.00	35.00	38.00	41.00	45.00		
Required Burn(BRD)	0		3.46	6.92	10.38	13.85	17.31	20.77	24.23	27.69	31.15	34.62	38.08	41.54	45.00		
Done	0		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		

Stories			Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat		
Elapsed Days	0		3/21	3/22	3/23	3/24	3/25	3/26	3/27	3/28	3/29	3/30	3/31	4/1	4/2		
Progress Tracker - Backend, Backend	0		0	0	0	0	0	0	0	0	0	0	0	0	0	45	
fill or leave blank as required																	
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Change From Planned														

Points Burn Up

40
30
20
10
0

0 3/21 3/22 3/23 3/24 3/25 3/26 3/27

ELAPSED DAYS

44649

(BRD)
(BRD)

No data

POINTS DONE

0.00

racker - ackend

Cumulative Flow & Stories Done

1.0
0.5
0.0
-0.5
-1.0

0 3/21 3/22 3/23 3/24 3/25 3/26

STORIES DONE

0

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 DONE

20

STORIES DONE

5

Points Burn Up

Legend: Forecast Burn, Required Burn, Done

Cumulative Flow & Stories Done

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