

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!

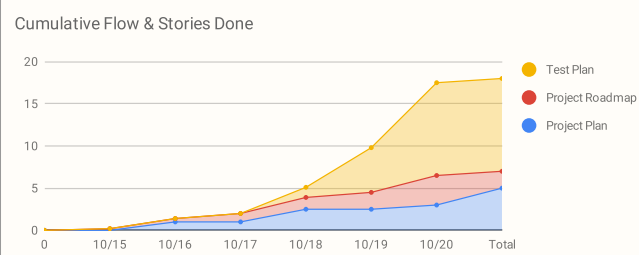
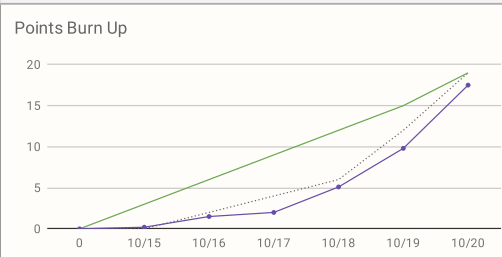
You are free copy this doc, and use it in any way you like. Knock yourself out. It'd be great if you could post a link back to the blog (somewhere) if you find the charts give you some help at work!

<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	19	Story Points in sprint after Sprint Planning															
	Number of Stories	14	Stories in sprint after Sprint Planning															
Points	Date	0	10/15	10/16	10/17	10/18	10/19	10/20										
	Forecast Burn	0	0	2	4	6	12	19										
	Required Burn	0	3	6	9	12	15	19										
	Done	0	0.2	1.5	2	5.1	9.8	17.5										
Stories	Elapsed Days	0	10/15	10/16	10/17	10/18	10/19	10/20									Total	
	Project Plan	0	0	1	1	2.5	2.5	3									5	
fill or leave blank as required >>																		
fill or leave blank as required >>	Project Roadmap	0	0.2	0.4	1	1.4	2	3.5									2	
fill or leave blank as required >>																		
fill or leave blank as required >>	Test Plan	0	0	0	0	1.2	5.3	11									11	
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	Change From Planned		-13.8	-12.6	-12	-8.9	-4.2	3.5									4	



ELAPSED DAYS
44489
TAKT
1.20
POINTS DONE
17.5
STORIES DONE
5

BackLog	Priority	Effort	Status	Person
Project Plan	1	8	Done	
Test Plan	2	11	Done	
Project Roadmap Rough Draft		3	Done	Viet
Project Plan (Fall) Rough Draft		3	Done	Jessie
Project Plan (Spring) Rough Draft		2	Done	Matthew
Test Plan Write Up Rough Draft		5	Done	Pammy
Use Case 1: Creating a node		0.5	Done	Viet
Use Case 2: Copying a node		0.5	Done	Viet
Use Case 3: Pasting a node		0.5	Done	Viet
Use Case 4: Setting private/public state		0.5	Done	Jessie
Use Case 5: Changing contents		0.5	Done	Matthew
Use Case 6: Changing tag		0.5	Done	Matthew
Use Case 7: Changing parent		0.5	Done	Matthew
Use Case 8: Deleting a node		0.5	Done	Pammy
Use Case 9: Searching		0.5	Done	Jessie
Use Case 10: Rating		0.5	Done	Pammy

