

During the next iteration implement the following improvements in your development process and be ready to demonstrate and discuss them during project review (failing to implement them will result in penalty to the grade for the given number of points).

Eliminate waste (1 point)

Perform a process check with the team. Asks two questions:

- a. What is slowing you down or getting in the way of doing a good job?
- b. What would help things move faster, better, cheaper?

Make a list of good and bad practices. Decide which items on the first list can be eliminated and which on the second list can be implemented. Then make it happen. Don't do this just once—repeat it after each iteration.

Empower the Team (1 point)

1. Make sure you start each iteration by writing down the goal of the iteration. The goal should be one or two sentences that give the iteration a theme related to the business value it will deliver. Post the goal in a prominent spot and refer to it when the team is struggling with a tough decision.
2. Use pair programming or design reviews. Encourage pair programming for the expertise sharing it provides. If design reviews are held, assure that the agenda and tenor of the meeting focus on learning and sharing expertise rather than on ferreting out mistakes.
3. Write down one specialty area in which the team is low on expertise. List everyone's answers and look for a pattern. Have team members pick their top candidate and see which one gets the most votes. Then work with the team to come up with a plan to make that expertise more available to the team.

Deliver as Fast as Possible (1 point)

1. Create (if not yet) a single place where everyone who is interested in a project can see:
 - a. what has already been done to meet the project mission
 - b. what has yet to be done to meet the project mission
2. At the end of the next iteration, review your process with an eye for understanding how everyone knows what to do. Ask the team to focus on the way they decide how to spend their time. What would help them make faster and better decisions about what is important? Pick the best two ideas and implement them for the next iteration.