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# Manage the Product Development Process


REVIEW

HISTORY

## Meets Specifications

### Congratulations Vincent

This is one of the more difficult project for this nanodegree, especially Create Project Blueprint exercise. You did very well with your responses, especially around the impact assessment and next steps for your stakeholders.


 SPECIAL CALL OUT TO YOU: You're great in managing stakeholders, especially around planning for next steps. Loved the manner on how you're handling work prioritization. You did well 100

All the information are perfectly in place, and you've fulfilled all the Project Rubric requirements. This makes it easier for reviewer like me to get things done fast for you.

Here's 3 more great reference sites for you in managing stakeholders in rounding this project off:

 Using Miro Board: <https://miro.com/blog/stakeholder-mapping/>

 A real step-by-step for you: <https://www.henricodolfing.com/2018/03/a-step-by-step-stakeholder-mapping-guide.html>

 Managing stakeholders through communications plan: <https://www.smartsheet.com/how-create-stakeholder-management-and-communication-plans>

So a BIG WELL DONE to you 

You're more than ready to take on the next challenge. Go forth and happy learning Vincent.

Greetings



## Create Project Blueprint

- The link to the filled out Coordination Activities Map is added in the space provided on the template (ref. slide 7). If possible, a screenshot can also be pasted in the space provided on the template
- Within the activities map in the Google sheets, each of the highlighted cells in table need to have an answer selected using the drop-down

### Well done!

✅ This is probably the hardest exercise in this nanodegree - thank you for being diligent in completing this exercise! You did well.

## Plan for sprint meeting

- Followed the guidelines suggested to provide the requested information in slide 10.
- Clearly articulated the sprint's goal for the scrum team to understand what is targeted to be accomplished in the upcoming sprint (limit to 2 sentences)
- Listed 5 user stories related to the sprint goal described above in the prioritized order that the scrum team needs to develop in the upcoming sprint. Follow the format that was covered in Course 2 and showcased in the Context Slide 9 with an example.
- Shared prioritization rationale to explain why you chose to build these five stories in the order you mention from your MVP scope (limit to 2 bullets)

✅ Marking as no change from previous review. Thanks.

#### REFERENCE MATERIAL

A few great articles for you to upskills:

- 📖 [On visualizing User Story](#)
- 📖 [On Plan Releases using Story Maps](#)
- 📖 [On Sprint Planning Meeting: A simple cheat sheet](#)
- 📖 [On The Ultimate Agile Sprint Planning Guide](#)
- 📖 [On How To Run An Agile Sprint Planning Meeting + Agenda](#)

- Followed the guidelines suggested to provide the requested information in the User Story #1 (Slide 12) and User Story #2 (Slide 13)
- Articulated acceptance criteria clearly such that it is easy to read, understand and yet comprehensive enough to ensure that the user story can be used to build and test.
  - Usability Requirements with link to design prototype or screenshots
  - Non-functional requirements should include at least the following minimum.

- Boundary constraints that user story will support (e.g can user link multiple tracking devices to sync the same data simultaneously?)
- Negative scenarios that the user story should fail (cannot provide fitness steps or calories in negative values, upper limit , lower limit etc)
- Growth capacity (i.e load)
- Platform such as browser, device, app store etc
- Other non-functional requirements such as page performance, ADA compliance, policy and regulatory constraints, auditability, etc can be included if the student sees it fit
- Shared assumptions made to include or not include some of the non-functional requirements as part of the acceptance criteria

✅ Marking as no change from previous review. Thanks.

## Decoding API Documentation

- Picked the scenario based on the project selected from Course 1 and followed the guidelines suggested to provide the requested information ( in slide 20)
- Listed upto 2 design changes that they decided to explore based on the new information from API documentation
  - If there are no changes to be made, share rationale ( limit to 2 bullets)
- Listed 2 questions to clarify with the engineering team to aid feasibility discussions and ensure design explorations are effective

✅ Marking as no change from previous review. Thanks.

## Re-prioritize sprint backlog

- Followed the guidelines suggested to provide the requested information in the Landing Page too slow (slide 23)
- Is data-oriented in analyzing a reported issue to understand the impact and determine the criticality (limit to 3 bullets)
- Defined the issue priority and share rationale ( in 1 sentence)
- Listed out the activities (upto 3) that will be carried out to reflect the priority wherever needed and closes the communication loop (e.g ticketing tool such as JIRA, communication channel such as Slack)
- Listed additional steps to carry out if student determined that the issue cannot occur in the future again.

✅ Marking as no change from previous review. Thanks.

- Follow the guidelines suggested to provide the requested information in the Misaligned Fields (slide 25)
- Is data-oriented in analyzing a reported issue to understand the impact and determine the criticality (limit to 3 bullets)
- Defined the issue priority and share rationale (in 1 sentence)
- Listed out the activities (upto 3) that will be carried out to reflect the priority wherever needed and closes the communication loop(e.g ticketing tool such as JIRA, communication channel such as Slack)

✅ Marking as no change from previous review. Thanks.

- Followed the guidelines suggested to provide the requested information inResponse to Email (slide 27)
- Is data-oriented in analyzing a reported issue to understand the impact and determine the criticality (limit to 3 bullets)
- Defined the issue priority and share rationale (in 1 sentence)
- Listed out the activities (upto 3) that will be carried out to reflect the priority wherever needed and closes the communication loop (e.g ticketing tool such as JIRA, communication channel such as Slack)

✅ Marking as no change from previous review. Thanks.

## Handle potentially difficult situations

- Followed the guidelines suggested to provide the requested information in Respond to GM/CEO Email (slide 30)
- Shared their approach to determine how to handle the request without disrupting the development (limit to 3 bullets)
- Included their email response that focuses on addressing the requestor's need along with clear instructions to have a successful demo(upto 6 lines)

### Well done in managing up!

✅ Well done, in getting the relevant stakeholders' input:

💡 A different take to the GM / CEO:

Hi James

We are so excited to announce that at the half way mark of the sprint, the feature is already at it's 65% of complete functionality. We are still on the testing stage, and the team is constantly verifying and fixing bugs so the demo can run smoothly. The QA team has prepared a testing environment where you'll be able to test the demo (with the main features ready, some of them still on development).

I'm sending the test account and logging details, also attached to the email a video of how the mockup works and the complete flow of the funnel.

Thanks for your understanding, and please let me know if you need further clarification. Happy to help.  
Thank you

Kind regards,  
Jamie

- Followed the guidelines suggested to provide the requested information in Step-in and guide (slide 32)
- Were you able to objectively convey the course-correction needed at this juncture clearly along with the reasons so that team member is focused on being solution-oriented and focuses on 'what needs to be done next and by whom'? (video response is <2 minutes)
  - Unblocking situations often require multiple people to work together assistance and sometimes go above and beyond to get everyone over the finish line
  - Did your response cover all the topics that required course-correction (i.e back-end tickets and analytics tickets)
- Do you sound collaborative (and not authoritative)?

## Great collaborative conversation!

✅ Perfect, you've put your team at ease, and able to directly call out the issues, and collaborating with your team to take the next steps 100

- Followed the guidelines suggested to provide the requested information in Step-in and guide (slide 34)
- Listed upto 3 activities that student will carry out /coordinate to unblock the scrum team immediately ?
- Identified the different coordination and negotiation activities (upto 2 bullets) that students will need to carry out to de-risk the project due to sharing a team member
- Listed the stakeholders that need to be informed of the potential risk
  - Highlighted the difference in the communication informing the potential risk and plan to address depending upto negotiation outcome (limit to 2 bullets to point out the differences)

✅ Marking as no change from previous review. Thanks.

- Followed the guidelines suggested to provide the requested information in Handling stakeholder feedback (slide 36)
- Listed questions (upto 3) that will be asked to understand the feedback and determine the next steps
- Were you able to push-back by sharing your reasons clearly (video response is <2 minutes)

- Do you sound collaborative (and not authoritative)?

## Clear and collaborative!

✅ You've set the collaborative tone to the conversation in the beginning, well done in getting the stakeholder onboard with a direct and clear tone

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