

**INFO7260 36589 Business Process Engineering SEC 01 Spring 2024**  
**Northeastern University: College of Engineering**

**Instructor: Shannon Pettiford, M.S., PMP, PMI-ACP**



**Team Members**

Rahul Ashok Kodate 002772254  
Adwaith Korapati 002670980  
Lakshmi Shreya Malapaka 002656243  
Sakshi Shetty 002776657  
Ram Chitrala 002833360

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## TEAM: Presentation

### ASSIGNMENT OBJECTIVE:

- Team assignments are designed to help you apply what you learn in the course to a project.
- Your objective is to demonstrate and apply the tools, techniques, and methods you have learned during the course in a safe and constructive team-based environment.
- This assignment will demonstrate your analysis and research based on the lectures, textbook readings, exercises, and case studies during the course.

### GUIDELINES:

- This assignment is a LIVE IN CLASS TEAM submission assignment.
- Each individual on the team MUST participate if he/she expects to receive credit for participation in the project.
- Any team member not fully participating will not receive as much credit as the team.
- Your team submission will be graded on how well you apply the course's principles, not specific conclusions about the project.
- It is NOT the conclusions reached during this team exercise as the basis for which you will be graded, but how your team demonstrates agile principles and techniques to the problem.
- The project provides the framework for how your team will interact, what tools and techniques you apply, and your team dynamics, NOT what conclusions you make about the project.
- Your team's submission will be a document of any preparation notes made.
- The duration shall be no less than eight (8) minutes and no greater than ten (10) minutes in length.
- Your submission will be graded on the course rubric.
- There is no credit for the late submission of the assignment. No excuses or reasons will be entertained.
- This assignment is due on one of the two last lecture nights and teams will be randomly selected.

### BACKGROUND:

- Your good friend Susan Edwards, the VP of Operations in your organization, rushes into your team conference room with an urgent request. Susan has experienced difficulties trying to help a new scrum team (Team name "Scrum Newbie") conduct a Sprint Planning meeting. It seems that the new scrum team hasn't impressed Susan, and she has come to your team to understand how a Sprint Planning meeting should be conducted.
- You suggest to Susan that both she and Scrum Newbie sit in during your next Sprint Planning meeting.
- While Susan appreciates the suggestion, she has a better idea: she would like your team to conduct a fictitious Sprint Planning meeting with her and the team Scrum Newbie.
- While informing Susan that you know very little about Scrum Newbie's project, this is the approach she wants to pursue.

- Your team should decide on who will be assigned in the following roles:
  - Susan Edwards, the Product Owner
  - The Scrum Master for Team Newbie
  - The Scrum Master for your Team
  - Everyone else is part of your development team (not Team Newbie's development team)

(Note: if your class team does not have enough members to fill each of the above roles, you may omit the Scrum Master Team Newbie role.)

### **INSTRUCTIONS:**

During your recorded Sprint Planning meeting, your team should demonstrate the following points:

1. How to prioritize the backlog. (Note: Someone should "pretend" to be the Product Owner and Scrum Master. Not all items need to be prioritized. Your team should demonstrate "how" it could be done.)
2. How to update the items in the backlog, including adding story points to the new features. (Note: Not all items need story points. Your team should demonstrate "how" it could be done.)
3. Based on Scrum Newbie's current velocity, provide a recommendation for what features should be included in the next sprint.
4. Demonstrate an information radiator technique for Scrum Newbie instead of their current backlog list approach below. Explain the value of this technique over what they currently have.

The product backlog Scrum Newbie is using is listed below. The number next to each feature represents the story points team Scrum Newbie estimated for the feature.

#### **New features:**

- Fold-down rear seat
- Wood trim
- Turbocharger
- Rear seat entertainment system
- USB charging station

#### **Backlog:**

- Air conditioning (5)
- Fog lights (3)
- Push-button start (5)
- De-icing windshield (5)
- Turn by turn navigation (8)
- Bluetooth integration (3)
- Bike rack (3)
- Power side view mirrors (2)
- 1000-watt speaker system (1)
- Rear door child locks (3)
- Roof rack (3)

- Sunroof (4)
- Programmed seat position (8)
- Satellite radio (3)
- Air-conditioned seats (8)

### **Current Sprint:**

- Hydraulic brakes (3)
- Heated seats (5)
- Power windows (8)
- Power locks (5)
- All-weather floor mats (1)
- Power steering (3)
- Parallel parking assist (8)
- Cup holders (1)

### **STEPS:**

#### **1. Assign Story Points (2 minutes) - Developers:**

We assign story points to the new features based on their complexity and developer hours.

#### **2. Prioritization (2 minutes) - Everyone:**

Do MoSCoW's technique for prioritizing the features. Based on the story points each of us prioritize the BACKLOG features. We won't prioritize all of them but the required ones.

#### **3. Velocity Discussion (30-40 seconds):**

Mention that the current velocity is 16, and we would assume the velocity for the next sprint would be 16.

#### **4. Next Sprint (2 minutes) - SM Newbie, SM Current:**

Now that we have the must-haves and the should-haves, we will keep the next sprint's velocity in mind, and we will pick the features to be implemented for the next sprint. They should add up to the next sprint's velocity.

#### **5. Information Radiators (2 minutes):**

We will either share the screen, or draw the Kanban Board on the board.

### **SOLUTION: Meeting demonstrating the agile principles.**

#### **Introduction: Brief about the meeting:**

In this scenario, Susan Edwards, the VP of Operations in our organization, urgently seeks our assistance. Susan has encountered challenges while assisting a new scrum team, "Scrum Newbie," in conducting Sprint Planning meetings. Dissatisfied with the team's performance, Susan turns to us and your team for guidance on how to conduct an effective Sprint Planning meeting.

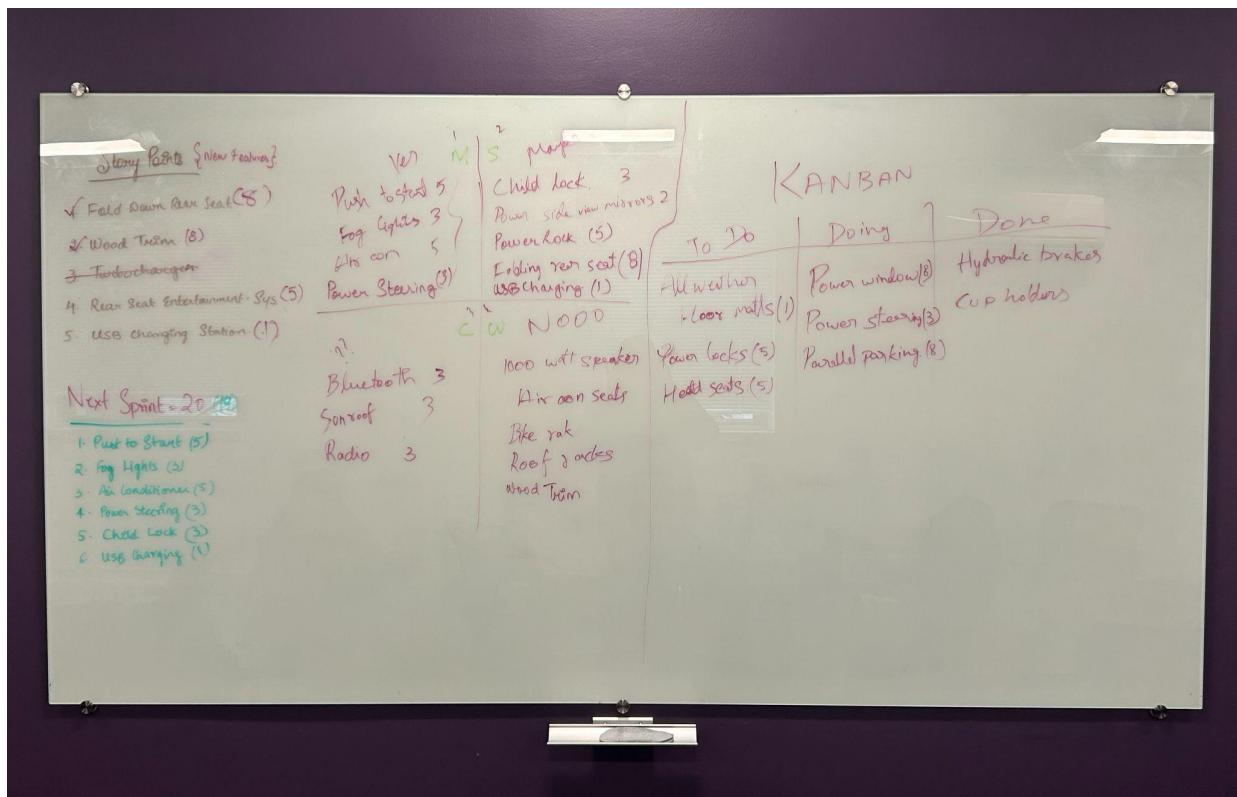
Rather than merely observing our team's Sprint Planning meeting, Susan proposes a more proactive approach. She suggests that our team and Scrum Newbie collaborate in a simulated Sprint Planning session. Despite our limited knowledge of Scrum Newbie's project, Susan is keen on pursuing this approach to gain insights into the Sprint Planning process.

Our team must now assign roles for this fictitious Sprint Planning meeting. Susan will act as the Product Owner, overseeing the meeting's direction. The Scrum Master for Team Newbie will facilitate Scrum Newbie's involvement, while our team's Scrum Master will ensure smooth coordination within our team. The rest of our team will function as development team members, actively contributing to the meeting's discussions and decisions.

#### Team members and Roles:

1. Susan (Product Owner): Adwaith Korapati
2. Scrum Master (Newbie Team Scrum Master): Laskshi Shreya Malapaka
3. Scrum Master (Current Team Scrum Master): Sakshi Shetty
4. Developer 1: Rahul Kodate
5. Developer 2: Ram Chitrala

#### White-board brainstorming(Story Points, MoSCoW technique and Kanban Board):



## **Minutes of the Meeting:**

**\*Start of Meeting\***

### **Adwaith (Product Owner):**

Hi All. We have the newbie team's Scrum Master, Shreya and the other Scrum Team here today. Let's demonstrate how to prioritise the backlog, update items, and recommend features for their next sprint. Shreya, can you tell us where you are right now with your current sprint?

### **Shreya (Newbie Team Scrum Master):**

Thank you all for taking the time to help us conduct a Sprint planning meeting. So coming to your question Adwaith, we are right now in the middle of our current sprint.

### **Sakshi (Current Team Scrum Master):**

Okay now that we know where you are in the current sprint, can you tell us the list of the new features Shreya?

### **Shreya (Newbie Team Scrum Master):**

Sure so for the new features we have Fold-down rear seat, Wood trim, Rear seat entertainment system and the USB charging station

### **Sakshi (Current Team Scrum Master):**

Great now that we all have the new features let's assign story points to them.

### **Rahul (Developer 1):**

I'll give 5 story points to the fold-down rear seat because of its complexity in implementation.

### **Ram (Developer 2):**

Yeah, I agree. I would give 1 story point to the USB Charging Station because the body work and wiring is already done so it shouldn't take much effort and hours.

### **Shreya (Newbie Team Scrum Master):**

What about the Rear Seat entertainment system? How much effort do you think it takes?

### **Rahul (Developer 1):**

I'll give 3 story points for the Rear Seat Entertainment system because it will not be too technical.

### **Ram (Developer 2):**

I disagree; it is very technical and quite complex to build so I would say 5. What do you think, Adwaith?

### **Adwaith (Product Owner):**

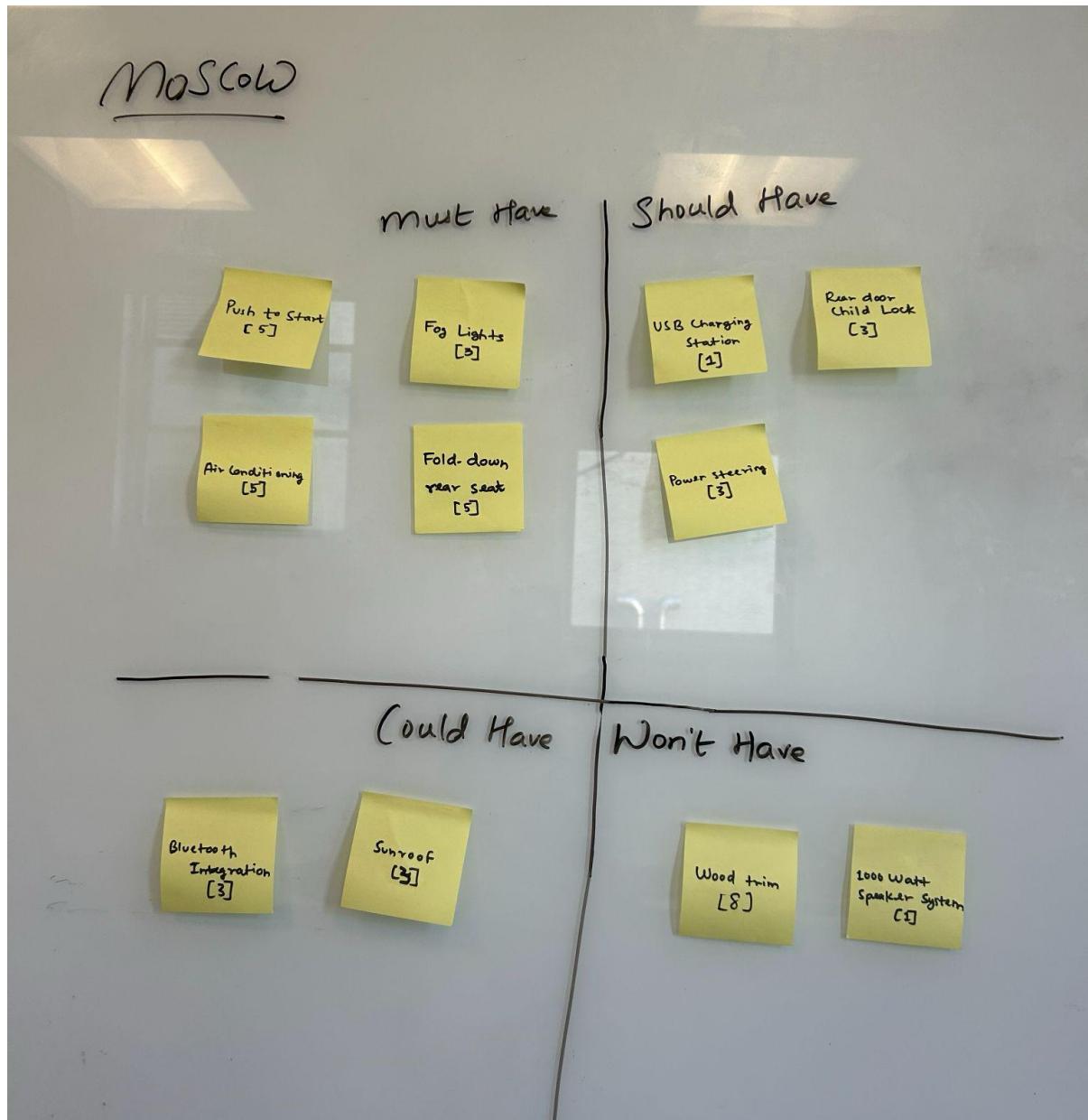
Yes, I will agree with Ram. You have to integrate the entertainment system into the back seat, Rahul. So, let's go with 5.

Thank you, Rahul and Ram. Let's start by prioritising all these mentioned features now.

**Sakshi (Current Team Scrum Master):**

Yeah, let's do a Moscow to prioritize the features.

\*Adwaith goes to do the MoSCoW Technique at Whiteboard\*



**Adwaith(PO):**

Explains why we do Moscow to prioritize.

**Shreya (Newbie Team Scrum Master):**

Okay that's a great idea. Then in my opinion the Push to Start and fog lights will be must-have features.

**Rahul (Developer 1):**

Even air conditioning will be a must-have.

**Sakshi (Current Team Scrum Master):**

We can move the USB Charging Station and rear seat child lock to should have.

**Ram (Developer 2):**

Where should the power steering come in? Is it a must-have?

**Adwaith (Product Owner):**

Yes, it is an essential feature for the vehicle's drivability but not that essential at this juncture so we can move it to should have

**Rahul (Developer 1):**

What about the Folding rear seat? Where will it come from?

**Shreya (Newbie Team Scrum Master):**

For the body and inner of the product I think it is essential so we can move it to must have.

**Ram (Developer 2):**

I feel Wood trims and 1000-watt speakers are also not important. Can we move them to wont-haves?

**Adwaith (Product Owner):**

In my opinion, we can move it to the won't have, but let's see what the team says about that. Let's do a quick fist-of-five voting. *\*shows number 4\**

**Rahul (Developer 1):** *\*shows number 5\**

**Ram (Developer 2):** *\*shows number 4\**

**Sakshi (Current Team Scrum Master):** *\*shows number 5\**

**Shreya (Newbie Team Scrum Master):** *\*shows number 5\**

**Adwaith (Product Owner):**

Okay, the majority of you feel that we should move the wood trim and speakers to the section that won't have a section, so let's go ahead with that. Do you have any other inputs, anyone?

**Rahul (Developer 1):**

Yes, Bluetooth integration can be added to the could-haves list as it is not a priority right now.

**Ram (Developer 2):**

Yes yes I agree and even the Sunroof is not an essential feature so even that can be moved to the could haves.

**Shreya (Newbie Team Scrum Master):**

Yes I agree with both the developers. So I guess this looks like a detailed and a much more clear way of prioritising the features.

**Adwaith (Product Owner):**

Yes, that's great! Now that we have prioritised the features, let's move ahead and discuss what to include in the next sprint.

**Sakshi (Current Team Scrum Master):**

So Shreya, how many sprints have you guys completed and what is your current velocity?

**Shreya (Newbie Team Scrum Master):**

We have completed four sprints already and are at an average velocity of 16 story points per sprint. Our current velocity is 34.

**Sakshi (Current Team Scrum Master):**

Oh I see, since the average velocity is 16 points, I believe the goal for the next sprint should be 20 story points.

Keeping this and the priorities in mind, we should include the features: push-to-start (5 points), Fog Lights(3 points), Air Conditioning(5 points), fold-down rear seats (3 points) and Child Lock (3) for the next sprint.

These are within our 20 story point range as well

**Adwaith (Product Owner):**

Are all of you okay with these features for the next sprint? Let's do a quick show of hands again!

**Sakshi (Current Team Scrum Master):** \*shows number 5\*

**Rahul (Developer 1):** \*shows number 2\*

**Ram (Developer 2):** \*shows number 2\*

**Shreya (Newbie Team Scrum Master):** \*shows number 4\*

**Adwaith (Product Owner):**

The developers do not seem to be on board with these features. Any issues?

**Rahul (Developer 1):**

I don't think we can complete the child lock before completing the fold-down rear seats. This might cause a delay in the development.

**Ram (Developer 2):** I agree with Rahul. It is not even a must-have feature. So we don't want to waste time waiting for another feature.

**Adwaith (Product Owner):**

Okay, yeah, that makes sense. Let's push it into the backlog and pick it up in the future sprint.

**Ram (Developer 2):**

The USB Charging Station is not that complex to complete so we can include that in the next sprint.

**Shreya (Newbie Team Scrum Master):**

Yes, I agree; that will bring us to the velocity range that we can achieve.

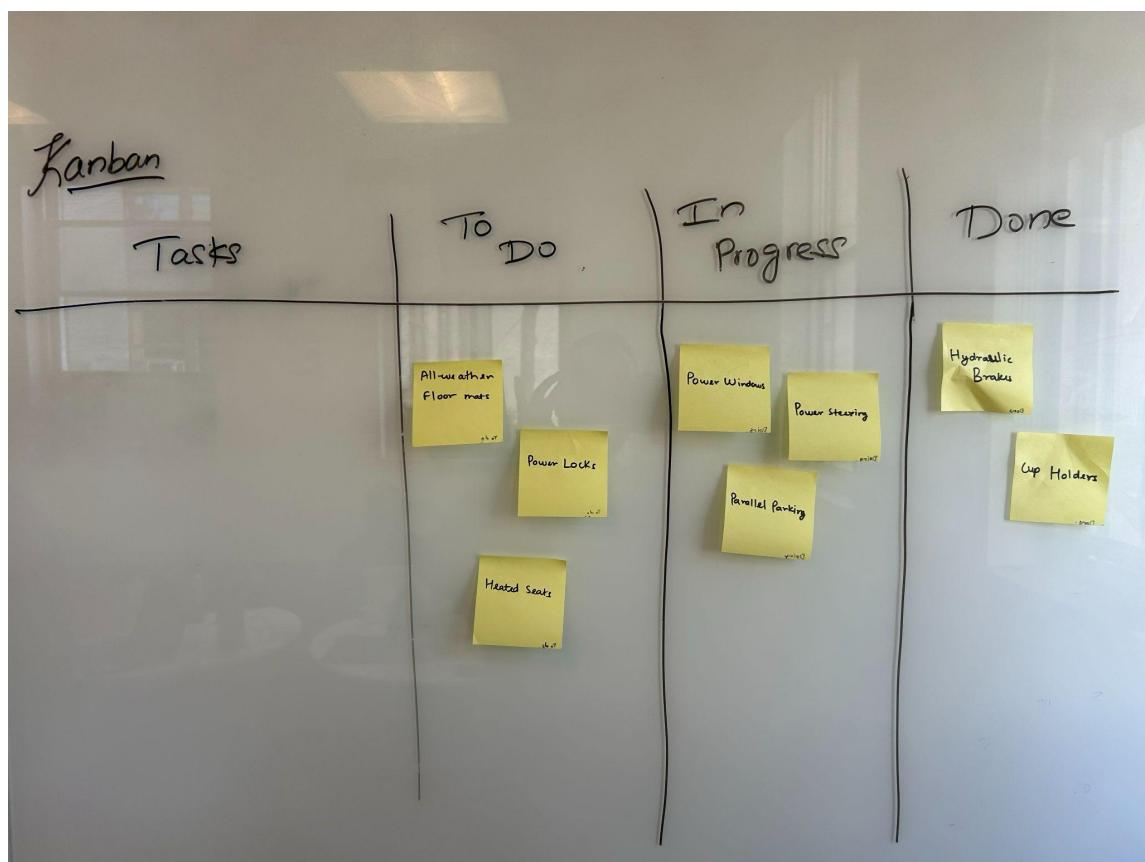
**Adwaith (Product Owner):**

This is great! It gives Team Newbie a clear focus and achievable goals for the next Sprint. Okay, now let's talk about the information radiator.

**Rahul (Developer 1):**

Let's do a Kanban board as an information radiator technique.

\*Sakshi draws kanban on the board\*



**Sakshi (Current Team Scrum Master):**

The reason we use Kanban is because the Kanban board will give the team a clear idea about the progress of the sprint.

So, Shreya, what features from your current sprint have been completed?

**Shreya (Newbie Team Scrum Master):**

Hydraulic brakes and Cup holders are completed.

*\*sticks those features\**

**Sakshi (Current Team Scrum Master):**

Which features from your current sprint are a work in progress?

**Shreya (Newbie Team Scrum Master):**

Power window, parallel parking and power steering are features being worked on in the current sprint.

*\*sticks those features\**

**Sakshi (Current Team Scrum Master):**

Which features are remaining for the team to start working on?

**Shreya (Newbie Team Scrum Master):**

We have yet to begin working on features like all-weather floor mats, power locks and heated seats

*\*sticks those features\**

**Sakshi (Current Team Scrum Master):**

So Shreya, as you can see here, having a kanban board encourages visibility, transparency, and accountability across the team.

**Adwaith (Product Owner):**

Okay, I think we are good to go for the next sprint now that we have our board updates as well!

Thank you, team, for taking the time to demonstrate sprint planning and help out the team newbie.

**Shreya (Newbie Team Scrum Master):**

Yeah, Thank you so much, team! Your demonstration showed me how to prioritise the features, update backlogs and work with information radiators. I appreciate you guys taking the time to help us!

*\*Meeting Ended\**