Project Management & Agile
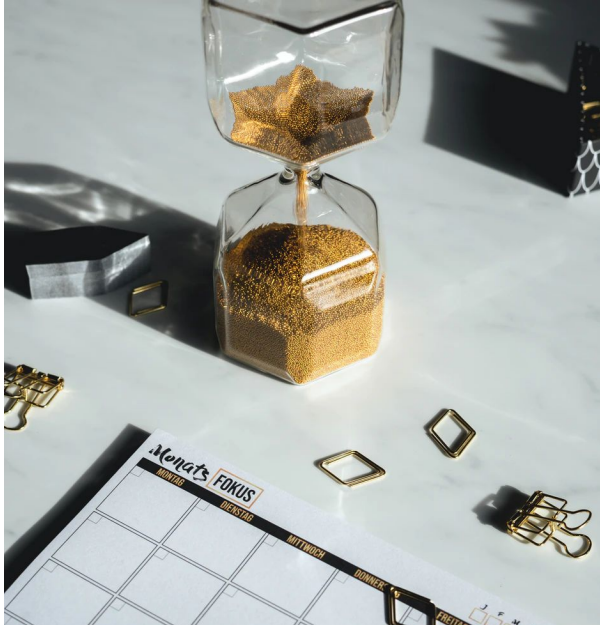
DATA ANALYTICS | IRONHACK

Agenda

1. Project Management

2. Why agile?

3. Agile Values

4. Agile Principles

5. Kanban/ for the MB Project

Credit: Unsplash

Project Management
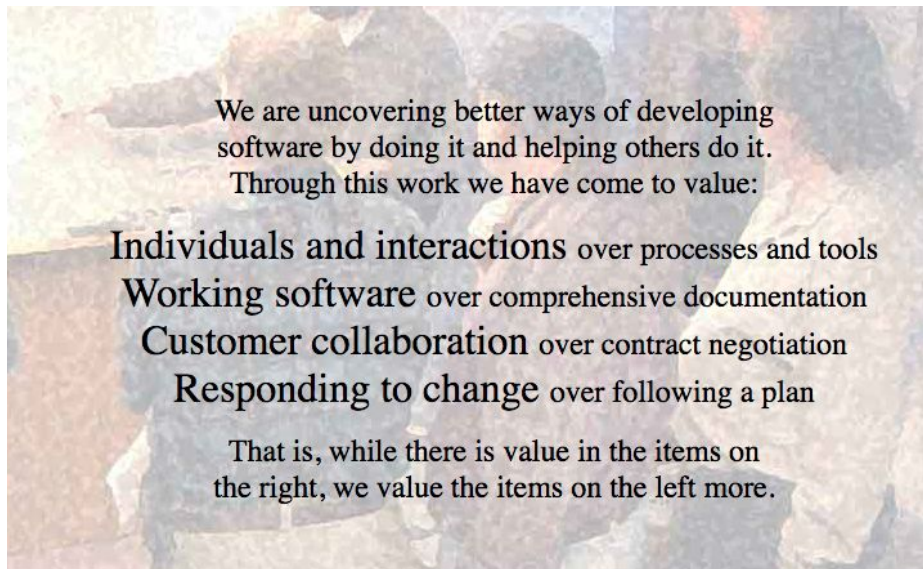
Project Management **Triangle**

1. **The quality of work is constrained** by the project's budget (cost), deadlines (time) and scope (features).

2. **The project manager can trade** between these constraints.

3. **Changes in one constraint demand changes in others** to compensate *or quality will suffer*.

TIME
COST
QUALITY
SCOPE

Why Agile?

Agile is a response to unpredictability through incremental, iterative work, rescoping and feedback

We are uncovering better ways of developing
software by doing it and helping others do it.
Through this work we have come to value:

Individuals and interactions over processes and tools
Working software over comprehensive documentation
Customer collaboration over contract negotiation
Responding to change over following a plan

That is, while there is value in the items on
the right, we value the items on the left more.

Agile Principles

Are you solving your team and users needs?

That's what means progress and nothing else.

Agile **Principles**

- **Early and continuous delivery of value (Sprints)**
- Welcome changing requirements, even late in the process.
- Preference to the shorter timelines on projects
- Cross-functional teams (Squads)
- Build projects around motivated individuals.
- The most efficient and effective method of conveying information is face-to-face conversation.
- **work-done** is the primary measure of progress.

Planning is Adaptive

When reality disagrees with the plans, change the plans!

Agile **Principles**

- Agile processes promote sustainable work
- **Continuous attention to technical excellence** enhances agility.
- Simplicity is essential.
- Self-organizing teams.
- **Reflects on how to become more effective.**
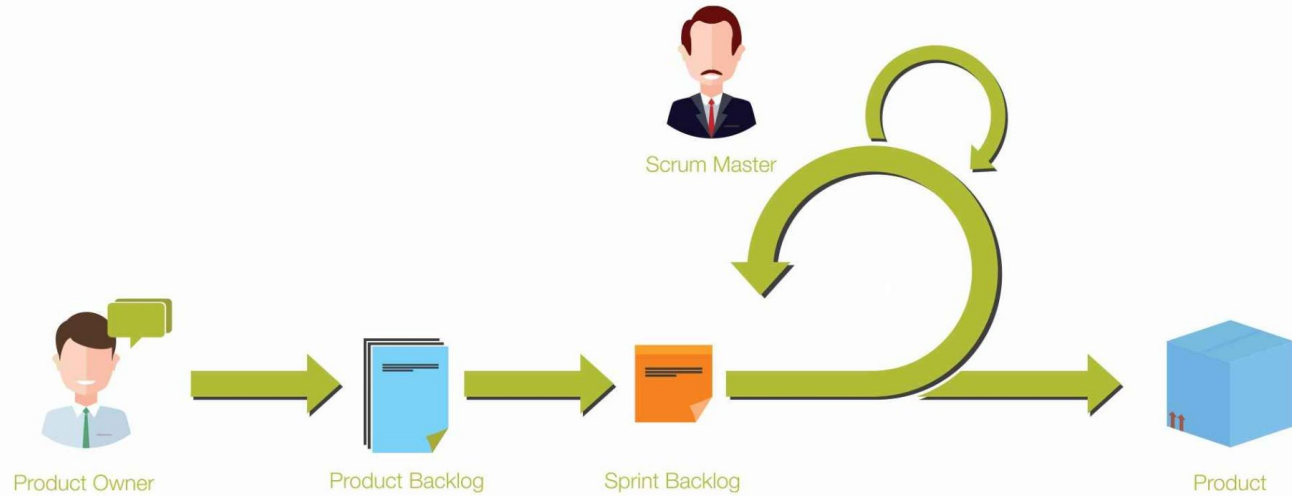
Agile Values

COMMITMENT

FOCUS

OPENNESS

RESPECT

COURAGE

Sprint Planning

What is a Sprint?

What is a Sprint?c

Sprint Planning

Here's where the action happens

👥+ / 1   〰️   ☰

🛈   🔍 Search / Filter Board ▾   👤

🔽 Sprint 1

	Assignee	Status	Epic	Priority	Estimation	➕
Rewrite main component in buzzword.js	👤	Waiting for deployment	Product Increment	High	2 days	
Write unit tests for the unit tests	👤	Done	Security	Medium	0.5 days	
Fix bug with divide by 0 ✏️	👤	Waiting for review	Infra	High	1 days	
+ Create a New Pulse (Row)						
					3.5 days sum	

🔴 Sprint 2

	Assignee	Status	Epic	Priority	Estimation	➕
Move everything to docker	👤	Ongoing	Mobile	Low	5 days	
Move everything out of docker	👤	On hold	API	Best effort	1 days	
+ Create a New Pulse (Row)						
					6 days sum	

Agile Sprint Planning

Today

Sprint 1 - Demo
Mar 17

Sprint 2 - Demo
Apr 14

Sprint 3 - Demo
May 12

Jan '17 | Feb '17 | Mar '17 | Apr '17 | May '17 | Jun '17

Start
Dec 19

Finish
Jun 16

User Stories
Dec 19 -...

Product Backlog
Jan 9 - Feb 3

High Level Sprint Planning
Feb 6 - Mar 3

Sprint - 1
Mar 6 - Mar 31

Sprint - 2
Apr 3 - Apr 28

Sprint - 3
May 1 - May 26

Project Close
May 29 -...

Techno-PM
Project Management Templates
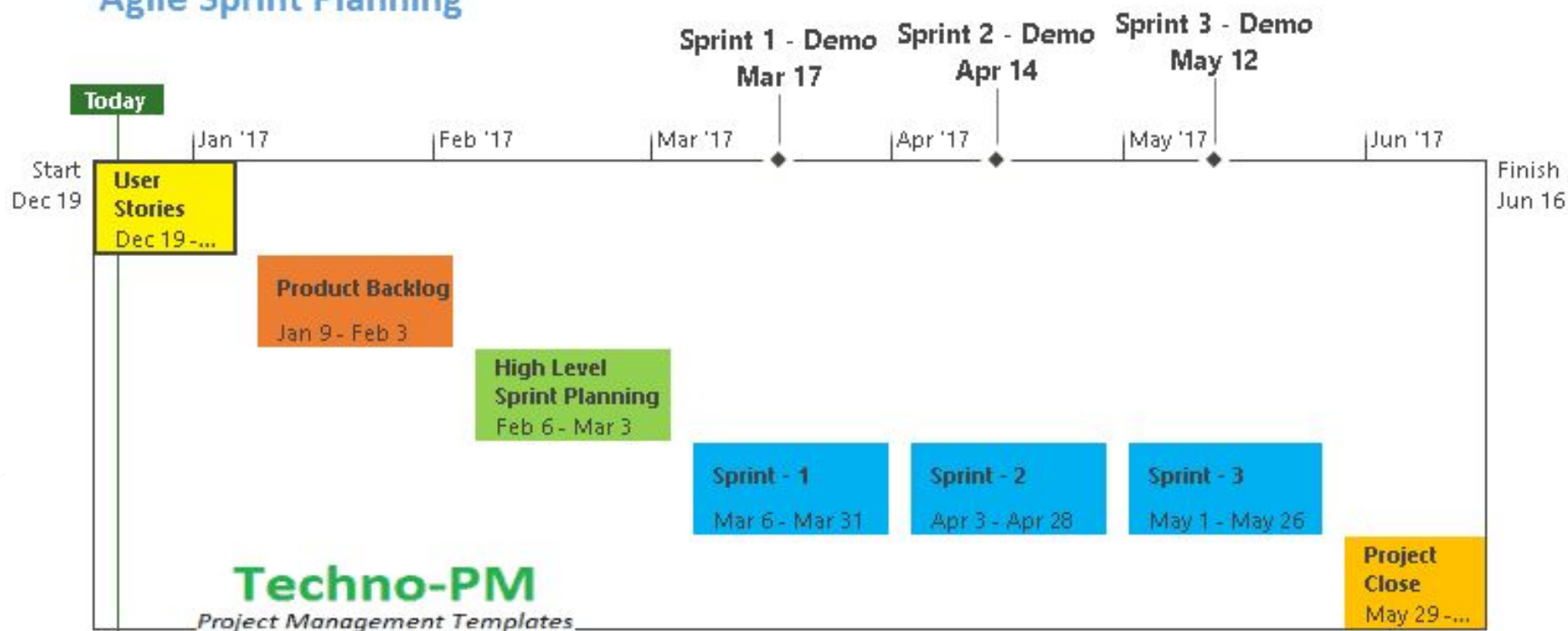
Take time to Retro

5 QUICK TIPS TO ELEVATE YOUR NEXT
SPRINT RETROSPECTIVE

1 **Keep It Simple**
Ask the team what they'd like to start, stop, and continue doing.

2 **Incorporate Novelty**
Incorporate games & other varying tactics into your sprint retrospectives.

3 **Stay Focused**
Build your retrospective using kanban boards that are democratically generated.

4 **Make It Action-Oriented**
Make sure you're assigning anything actionable to someone on the team.

5 **Bring In Outside Perspective**
It could be wise to bring in an agile coach to help with retrospective facilitation.

Read the full article at:
thedigitalprojectmanager.com/how-run-sprint-retrospective/

dpm

Kanban

KANBAN Board **Elements**

- **Backlog:**

  A comprehensive and unfiltered list of tasks to be done
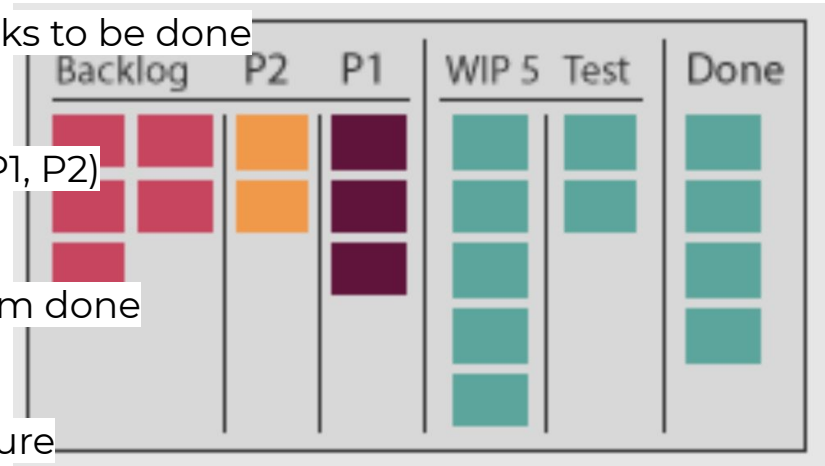
- **Priorities:**

  Separating tasks into different priorities (P1, P2)

- **Test:**

  Validation of tasks before considering them done

- **Icebox:**

  A wish-list bucket of ideas to do in the future

Finish the most important task first, then focus on the second most important task.
REPEAT.

Definition of Done DoD

Purpose: **Ensures everyone knows exactly what is expected and deliver accordingly.**
It's a list of activities attached to every task in the Kanban Board.
It ensures transparency and quality fit for the purpose of the product and organization.

Takeaway: **focusing on value help identify and eliminate wasteful activities that only complicate the team's efforts.**
Verifying that your team's DoD meets the criteria will ensure that you are delivering features that are truly done, not only in terms of functionality but in terms of quality as well.

Definition of Done DoD

- **Checklist of valuable activities** required to produce software/designs

- DoD is the primary reporting mechanism for team members

- DoD is informed by reality

- DoD is not static, it is an auditable checklist

Kanban Tools

Product	Agile Methodologies	Budget Management	Collaboration Tools	Gantt/Timeline View	Idea Management	Milestone Tracking	Portfolio Management
Asana ★★★★⯨ (9606 reviews)	✅	✅	✅	✅	✅	✅	✅
monday.com ★★★★⯨ (2272 reviews)	✅	✅	✅	✅	✅	✅	✅
ClickUp ★★★★⯨ (2150 reviews)	✅	✅	✅	✅	✅	✅	✅
Forecast ★★★★⯨ (51 reviews)	✅	✅	✅	✅	✅	✅	✅
Kissflow Project ★★★★★ (1 review)	✅	☑	✅	☑	☑	☑	☑
Workfront ★★★★⯨ (1032 reviews)	✅	✅	✅	✅	✅	✅	✅
Confluence ★★★★⯨ (1801 reviews)	☑	☑	✅	✅	✅	✅	☑

Book Kapital Idea ☆ Org Visible

Ideas

Brainstorm slogans for Kapital Idea
👁 ☰ 💬2   DP

List companion blogs, websites, and other online resources
👁 💬1 ☰0/2   DP

List of Investors and Startup people
👁 ☰ 💬3 ☰1/2   DP

Brainstorm Startup ideas
👁 ☰ ☰1/2   DP

A walk through for Mechanical Turk
☰ ☰0/7   DP

Wire Frame (mockup) the website
☰ ☰0/2

Beer:Learning by doing
☰ ☰0/4

Welding
☰ ☰0/4

Brewery tour
☰ ☰0/5

Add a card...

To Do

How to make movies using a phone

How to edit video easily and cheaply

Create Marketing Plan
☰ ☰0/4

Identify and validate success metrics
☰ ☰0/6

Add a card...

In Progress

Brewing Next time
👁 💬1 ☰1/4   DP

Read books and list books
👁 ☰ 💬5 ☰2/8   DP

Add a card...

Completed

Script for Kids Book
👁 ☰   DP

Brain Storm Topics for Book, Resources, and Future Blogs
👁 ☰ 💬4 ☰4/4 🕐Feb 11   DP

Google Keywords Research
👁 💬1 ☰5/5   DP

Add a card...

Done

Add a card...

Product Team Overview ☆ | Corrello BC | 👥 Team Visible | 🗃 | 👤 👤 | ⋯ Show Menu

Options ⋯

Custom formatting options

Performance improvements for larger teams
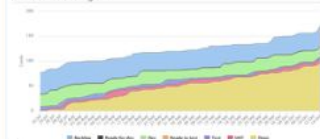
+ Add another card

Up Next ⋯

Release Burnup

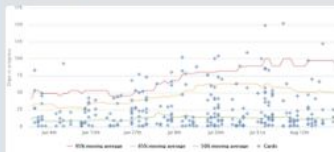| 50 | 20.33 | 2 | 50% |

@ 1

Weekly Email summaries

@ 1

+ Add another card

In Progress ⋯

Cycle Time reporting

@ 1

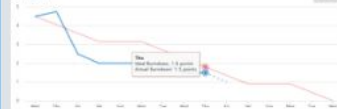+ Add another card

Monitorring ⋯

Cumulative Flow Diagram

@ 1

+ Add another card

Done ⋯

Burndown Chart

@ 1

+ Add another card

https://trello.com/b/KloBf6xB/example-personal-kanban

Trello

Mike McGarr

Example Personal Kanban ☆ ⊕ Public

‹ Show sidebar

Personal Backlog
- Take out the trash
- Sign <kid> for soccer practice
- Update Blogging engine
- Read 'Out of the Crisis'
- Call Accountant

Add a card...

Work Backlog
- Onboard new team member
  - ☰ 0/5 ⏱ Nov 30
- Put together talk for Meetup
- Research microservice frameworks

Add a card...

Priority
- Buy backup software
- Setup status meeting with key stakeholders

Add a card...

Today (WIP:4)
- Pay credit card
- Schedule meeting with Steve
- Research ITIL + DevOps
- Make reservations for dinner

Add a card...

Waiting (WIP:3)
- Setup lunch with Phil

Add a card...

Doing (WIP:1)
- Write blog on kanban

Add a card...

Done

Add a card...

Your challenge!

In 5 groups of 4

Axana, Jennifer,Novi,Uros

can pick first

Virtual product launch for new football shoes

Kanban board

Covid rules have changed! You have one month to pull together a pride parade for your city

Kanban board

New summer range of drinks. Lots of stakeholders, what's your approach?

Agile Methodology

Kennedy says in 1961 we will go to the moon this decade. Currently you have not sent someone to orbit the earth!

Sprint planning

IRON
HACK

THANKS !