

IFB295 – IT Project Management

**Week 4 – Tutorial No.3
(10 – 14 August, 2020)**

**Sprint Planning, Release Planning,
Project Costs**

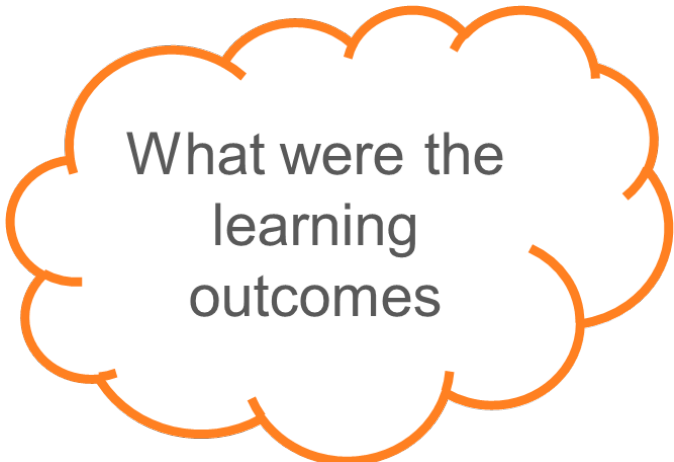
Tutor: <your name>

Agenda

- Recap Last Week's Tutorial
- Assessments summary & discussion
- Release Planning
- Sprint Planning
- Retrospective (Review and Close)

Recap of Last Week's Tutorial

- Overview of Agile Values and SCRUM Framework
 - Principles, Processes, Team Behaviour
 - User stories and Acceptance Criteria
- User Story Prioritisation
- User Story Estimation



What were the
learning
outcomes

Assessments

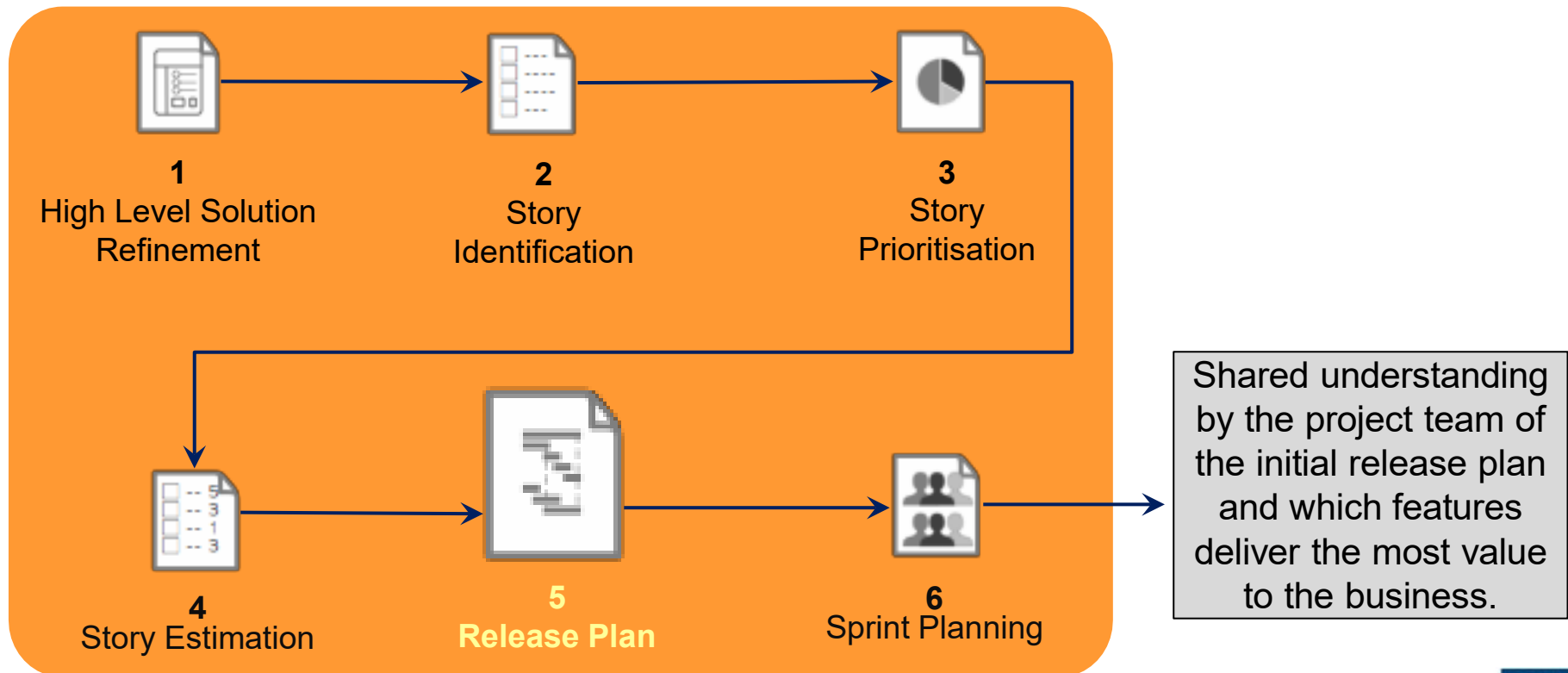
Assessment 1 Discussion

- CRA
- Release & Sprint Plan example
- Templates
- Discuss user stories (INVEST criteria), story points, acceptance criteria, prioritizations.

Quiz 1: Reminder and summary

Release Planning

GOAL - Assemble stories into logical groups for releases and subsequent decomposition of the first release into sprints.



Release Planning

- Discussion based on Blackboard example (Refer: Week 3 Lecture)
- Some factors to consider while planning a release:
 - Present state of team.
 - Team velocity.
 - Product backlog.
 - Plan definition.
 - Prioritization.
 - Estimation given by team.
 - Logistics.
 - Presence of stakeholders.
 - Dependencies.
 - Business value.

Release Planning

Tips for Release Planning

- Collect stories into **coherent groups of functionality**
- Identify the smallest set of stories that **delivers immediate business value**. (Initial release should contain these)
 - Subsequent releases are smallest increment that delivers additional business value
- Deployment overhead will influence the size and frequency of releases

With prioritisation, the Product Owner decides priorities.
Developers provide input.

Release Planning

In terms of your assignment case study (Mica Music School):

- Teams should organise their user stories into coherent releases
- First few sprint/releases will be almost exclusively “Must Have” stories
- A few complementary low priority stories may be added to satisfy user expectations
- “Won’t Have” stories are out of scope

Students should work in their teams to ascertain these

Release Planning

Release Planning Template (Available from Blackboard)

Release 1

Delivery date:

Total Story Points:

Short paragraph summarising the goals for this release.

Feature Title 1

Short paragraph summarising this feature and its business value.

Story ID	Story Title	Story Points
		Story Point Sub-Total:

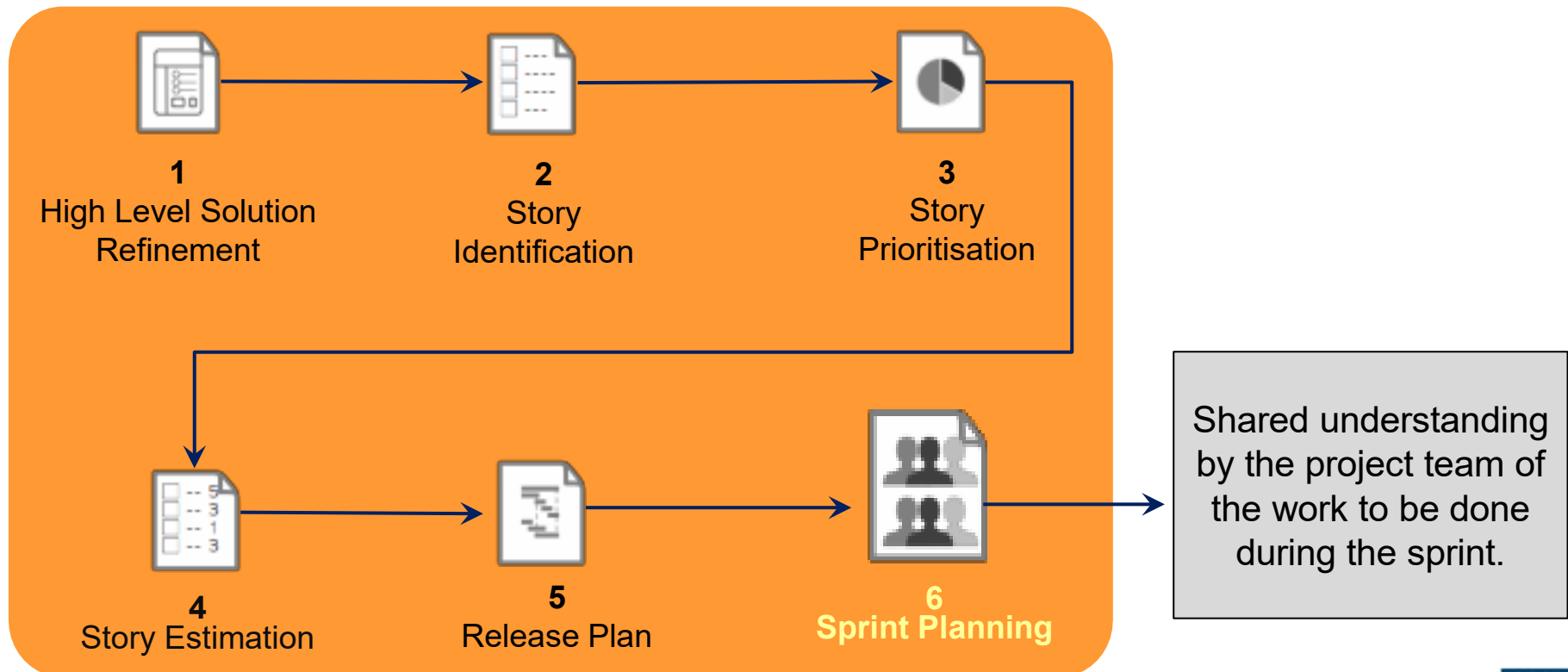
Feature Title 2

Short paragraph summarising this feature and its business value.

Story ID	Story Title	Story Points
		Story Point Sub-Total:

Sprint Planning

GOAL - Identify stories to be completed in a sprint and subsequently decompose them into implementation tasks.



Sprint Planning

Getting Started with Sprint Planning

- Meet with Product Owner (2 hrs) at start of the Sprint
- Note: Each sprint runs for 2 weeks; Each week = 5 working days; 1 working day = 2 hours of work per team member.
- Product owner select stories from product backlog, sets sprint goal, prioritises stories from highest to lowest, revisit release plan in case there are new priorities

Please refer Week 3 Lecture

Sprint Planning

Tips for Sprint Planning

- Break stories into tasks, estimate the size (in terms of hours) of each task forming sprint backlog
- Read out stories & brainstorm tasks required to implement story
- Keep them short, half a day or less is good, write each task on an index card
- Ensure all stories have a “verify story is complete” task
- Review list of tasks – Ask “does the list seem complete?”
- Compare lists of tasks with stories, was something forgotten?

Please refer Week 3 Lecture

Sprint Planning

In terms of your assignment (Mica Music School – case study)

- Teams should set their Sprint Goals
- Select Stories from your product backlog
- Prioritise from Highest to Lowest (Must Have to Can't have) and decide which products to include in Sprint 1
- Determine the velocity

Students should work in their teams to ascertain these

Sprint Planning - Template

Sprint 1

Total Story Points:

Total Hours:

Current Velocity:

Story ID: Title

Task ID	Task Description	Estimate	Taken
Story Points:		Total Hours:	

Story ID: Title

Task ID	Task Description	Estimate	Taken
Story Points:		Total Hours:	

Group Activity (total 40 minutes)

- Refer the Case Study for Assessment 1 – on Blackboard
- Go through this document in your groups. Your group tasks for the workshop:
 - Review current set of user stories for:
 - Acceptance Criteria
 - Prioritisation
 - Estimation
 - Develop Releases Plan
 - Develop Sprint 1 Plan

Homework

1. Social Contract & Trello

- Finalise your social contract and upload in Trello
- Ensure your Trello boards are set up and send invitation for Tutor to join

2. Assessment 1 – User Stories, Release Plan and Sprint 1 Plan – Preparation activities

- Revise User Stories and make amendments if required. This includes estimation and prioritisation
- Complete Releases Plan
- Continue work on Sprint 1 Plan

Close / Wrap Up

**I look forward to your
contributions next week**

Thank you for your participation.