

Agile Board Setup: Spotify Template

Optimize workflow using a Spotify-inspired agile board.



AGILE



Understanding Agile Boards

1

Visual Workflow

Tracks tasks in their progress.

2

Collaboration

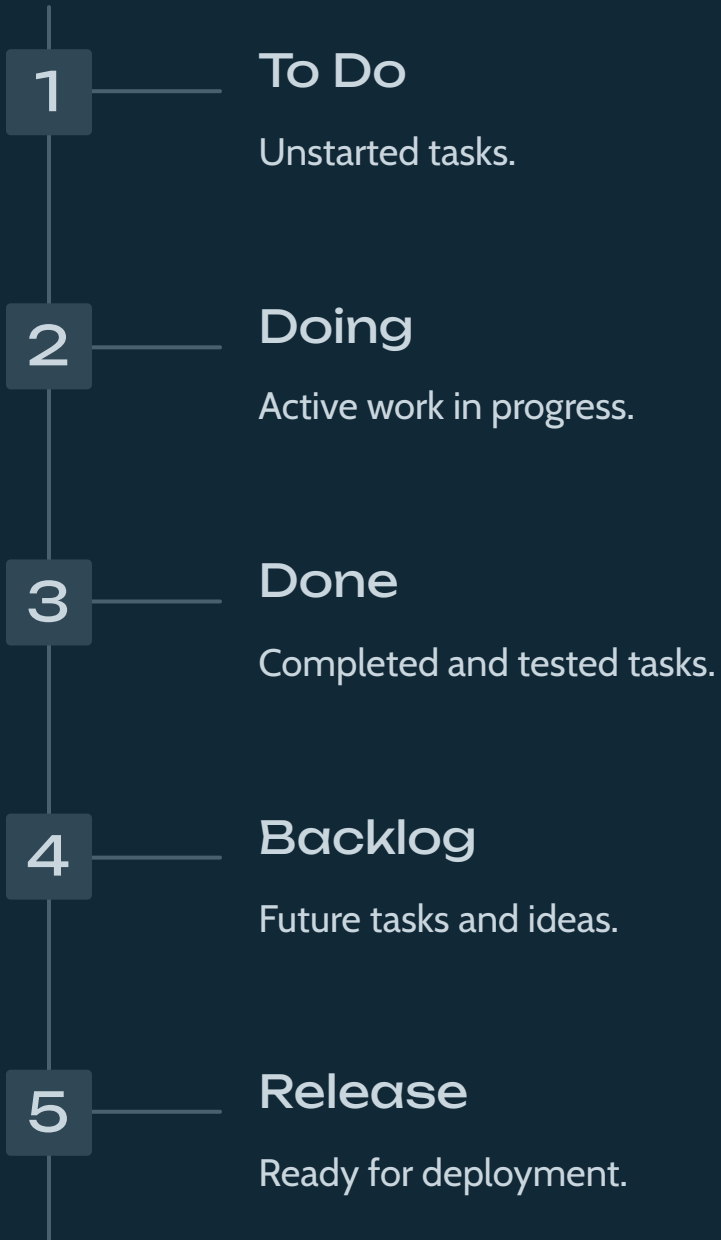
Promotes transparency and communication.

3

Flexibility

Adaptable to changing priorities.

Spotify Agile Board Template





Key Components of the Board

User Stories

Capture user needs.

Tasks

Break down stories into smaller steps.

Swimlanes

Organize work by teams or features.

Customizing the Board

Add Columns

Reflect specific workflows.

Define Metrics

Track progress and performance.

Customize Visuals

Enhance clarity and engagement.



Managing Stories & Tasks

Story Creation

Define user needs.

Task Breakdown

Divide into manageable steps.

Assignment

Allocate tasks to team members.

Progress Tracking

Monitor task completion.

Implementing Scrum Ceremonies



Daily Standup

Short daily meeting.

Sprint Planning

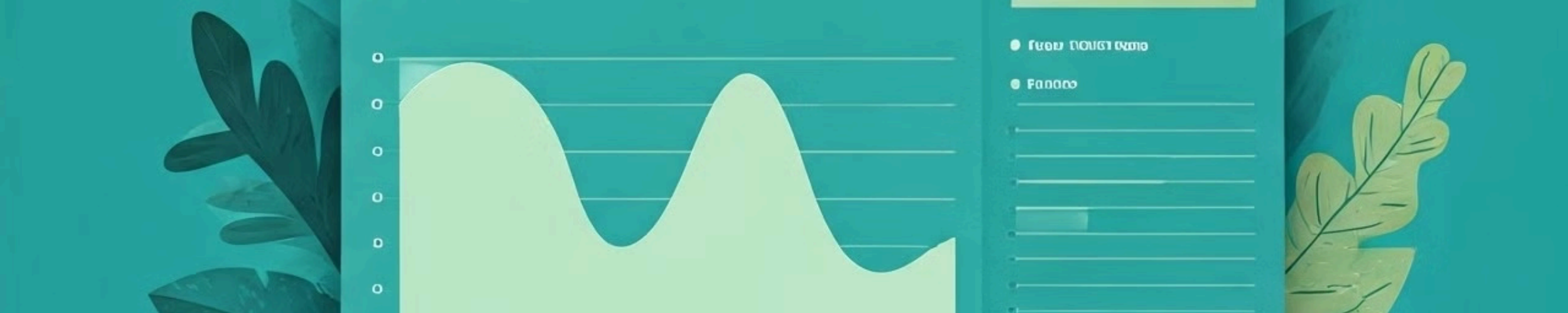
Define sprint scope and goals.

Sprint Review

Demonstrate completed work.

Sprint Retrospective

Reflect and improve processes.



Tracking Progress & Metrics



Velocity

Amount of work completed.



Lead Time

Time from request to completion.



Cycle Time

Time spent actively working.



Burn-down Chart

Visualizes work remaining.

Continuous Improvement

1

Regular Reviews

Identify areas for improvement.

2

Feedback Collection

Gather insights from team members.

3

Process Adjustments

Optimize workflow based on feedback.

