* Goals
  + get things done
  + attain lowest possible lead time per work item
  + don't starve resources
  + don't let bottlenecks build up
* use a pre-defined list of steps (still thinking about what to call them. we had: backlog, dev, test, doc, delivered)
  + have first step be input into system
  + have last step be output from system
  + create 'done' queues (we created them for dev and test, in our simulation)
* decide how many people are going to play
  + have them decide how to organize the 'team'.
  + we started with specific people limited to specific task and eventually let other people be 'cross-functional' to facilitate flow
  + offer some advice for how to initially organize
* decide initial WIP limits
  + remember that step + done = WIP limit
  + people playing the game decide the WIP limits per step.
  + Offer some advice on how to get this started.
* Rules
  + Don't exceed WIP limits
  + Team decides how to organize, and can change organization when they want. try to be 'realistic' about team organization
  + Team decides on WIP limits and can change WIP limits when they want. keep in mind the goals when adjusting and be reasonable
* Game Rounds
  + Decide what order people roll dice
  + At start of list, “Round #” is incremented
  + One person rolls at a time, and follows appropriate action before next person rolls
* Work Items & steps
  + track what round work item card enters what step
  + track ‘successful’ and ‘failure’ rolls of dice through tick marks, for each step
  + # of ‘Successful’ ticks required for any given step are
    - Either pre-determined for the step (what we did this time)
    - More realistically, roll dice per step to determine # ticks needed for that card, for that step
  + Track total # of rounds to process a work item through entire system (lead time per card)
* roll of dice to determine what happens
  + 1 – 4 = success. Add ‘success’ tick to work item for current step
  + When work item has all needed ticks for current step, move it to done queue
  + 5 = draw a card and do what it says
  + 6 = failure. Add ‘failure’ tick to work item for current step
* Cards for ‘Draw A Card’
  + ‘Defect found and needs to be reworked’
  + ‘Highly productive day: Get 3 Successful ticks’
  + ‘Death By Meeting: lose your turn for this round and next round’
  + ‘Vacation: lose your turn for this round and next 4 rounds’
* Metrics
  + WIP per step: leading indicator of how system is going to perform in near future
  + Lead Time = time from enter system to done (in # of rounds). Trailing indicator.
  + Avg Lead Time per Work Item: trailing indicator of how long it will take to get more work items through the system
  + Queue time = how many rounds a work item spends in the queues. Trailing indicator used to predict how long work items take in the future
  + Processing time = how many rounds a work item spends ‘in process’, not in a queue
  + Process Cycle Efficiency: Processing Time / Lead Time. % that gives us indications on how efficient our system is