Agile Software Project Management

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Agile Documentation

Chapter 6

Introduction to Agile Documentation

Agile documentation questions 'How much?' rather than 'Yes or No'.

Emphasizes working software over comprehensive documentation.

Ensures necessary documentation without excessive overhead.

Agile Documentation Best Practices

- Agile documentation should be efficient and purposeful.
- Avoid unnecessary documentation that increases project risk.
- Create documents only to attain specific goals.

Selecting What to Document

- Traditional projects document detailed specifications.
- Agile prefers executable specifications like TDD.
- Reduce reliance on static documentation.

Stable Information

- Documentation should be delayed until necessary.

- Avoid hypothetical or frequently changing details.

- Use built-in software tools for system documentation.

Simple Documentation

- Keep documents concise and easy to navigate.
- Shorter documents increase trust and usability.
- Avoid redundancy—use references instead of repetition.

Minimal Document Overlap

Proper Place for Documents

Documentation should be stored where it is most useful.

Make documents easily accessible to the team.

Follow the Quality Work Principle for documentation placement.

Publicly Displayed Information

- Use whiteboards, dashboards, and information radiators.
- Ensure key project details are visible to stakeholders.
- Reduce reliance on static documents.

Create Documentation with a Purpose

- Documentation should have a clear objective.
- Avoid unnecessary templates and rigid formats.
- Documentation should serve project needs dynamically.

Focus on Customer Needs

- Engage customers in defining documentation requirements.
- Avoid overloading customers with excessive documentation.
- Deliver only what is necessary.

Let the Customer Determine Document Value

- Customers should validate document usefulness.
- Ensure documentation adds real value to the project.
- Regularly review documents with stakeholders.

Iterative Documentation

- Agile documentation is incremental and evolving.
- Gather feedback and update documents iteratively.
- Align documentation with changing project needs.

Better Ways to Communicate

- Agile favors face-to-face communication over documentation.
- Use collaboration tools to enhance communication.
- Keep documentation lightweight and effective.

When to Update Documents

- Update documentation only when necessary.
- Ensure maintaining relevant and current information.
- Avoid excessive updates with little added value.

Documentation Requirements

- Require justification for creating new documents.
- Documentation is a business decision, not a default task.
- Maintain only essential documents.

Summary

- Agile documentation should be simple, efficient, and valuable.
- Avoid excessive documentation that slows down progress.
- Ensure documentation supports working software and customer needs.