

DD2480 – Essence Checklist Assessment

Group 12

January 2025

| State | Checklist |
|-------------------------------|---|
| Principles Established | <ul style="list-style-type: none">• Principles and constraints are committed to by the team.• Principles and constraints are agreed to by the stakeholders.• The tool needs of the work and its stakeholders are agreed.• A recommendation for the approach to be taken is available.• The context within which the team will operate is understood.• The constraints that apply to the selection, acquisition, and use of practices and tools are known. |
| Foundation Established | <ul style="list-style-type: none">• The key practices and tools that form the foundation of the way of working are selected.• Enough practices for work to start are agreed to by the team.• All non-negotiable practices and tools have been identified.• The gaps that exist between the practices and tools that are needed and the practices and tools that are available have been analyzed and understood.• The capability gaps that exist between what is needed to execute the desired way of working and the capability levels of the team have been analyzed and understood.• The selected practices and tools have been integrated to form a usable way of working. |

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| In Use | <ul style="list-style-type: none"> • The practices and tools are being used to do real work. • The use of the practices and tools selected are regularly inspected. • The practices and tools are being adapted to the team's context. • The use of the practices and tools is supported by the team. • Procedures are in place to handle feedback on the team's way of working. • The practices and tools support team communication and collaboration. |
| In Place | <ul style="list-style-type: none"> • The practices and tools are being used by the whole team to perform their work. • All team members have access to the practices and tools required to do their work. • The whole team is involved in the inspection and adaptation of the way of working. |
| Working Well | <ul style="list-style-type: none"> • Team members are making progress as planned by using and adapting the way of working to suit their current context. • The team naturally applies the practices without thinking about them. • The tools naturally support the way that the team works. • The team continually tunes their use of the practices and tools. |
| Retired | <ul style="list-style-type: none"> • The team's way of working is no longer being used. • Lessons learned are shared for future use. |

It might be a little bit hard to define who the stakeholder is in a project like this, it could be us the group/students but also the course and TA's. This is written from the viewpoint that the group is the stakeholder and practices and tools needed for this project are the requirements of the DECIDE lab. (So not

really taking into account practices like essence or other agile working methods like scrum, as we have not really been following anything like that.) We chose to work asynchronously and decided to use an issue tracker as our main tool for being able to get work done. And discord for our main way of communicating. So most of the check-marking is done from that point of view, our tools are git, git issue tracker, and discord.

We are in the working well stage. All members are using the tools well, there has been some confusion, but those have been resolved by helping each other by referring to relevant resources. To reach the next stage: We have not reached 'retired' yet as we are still working on the project. Once the project is completed we can share the lessons learned for future use.