

Project Coordination

Before the First Sprint

- Project Backlog has to be created
- Minimum requirements for backlogs
 - ID
 - Name
 - **Priority** (Customer or a group with domain knowledge)
 - **Estimation** (NOT in a time format)
 - **How to Demo** (How to use the feature)
 - *Note* (Short description of the implementation method)
 - *Done* (Mark if the feature is complete)
- Google Docs Template ([link](#))

Italic is optional

General Rules

- All backlogs must be available for all groups at any time (SVN or Google Docs)
- Rules when adding features to another groups backlog
 - In case of multiple features, should the features be prioritized before handed over
 - All features should be well described

Asynchronous vs Synchronous

SPRINTS

Asynchronous vs Synchronous

Asynchronous

- Pros
 - Finish features quick and make them available for other groups before the next sprint
 - No time spent on presenting plans and evaluations for the other groups
- Cons
 - No experience sharing
 - No direct influence on the other groups sprint planning (besides adding features to the backlog)
 - No information about the other groups plans and evaluation

Synchronous

- Pros
 - Planned experience sharing
 - Plans are presented for all groups and everyone can influence on the plans
 - Easier to be involved, by giving feedback on presentations
- Cons
 - All groups have to use the same sprint length
 - Spent time on other groups presentations of their work
 - Features has to be completely done at the end of a sprint in case another groups has to use it in the next sprint

Asynchronous vs Synchronous

DISCUSSION

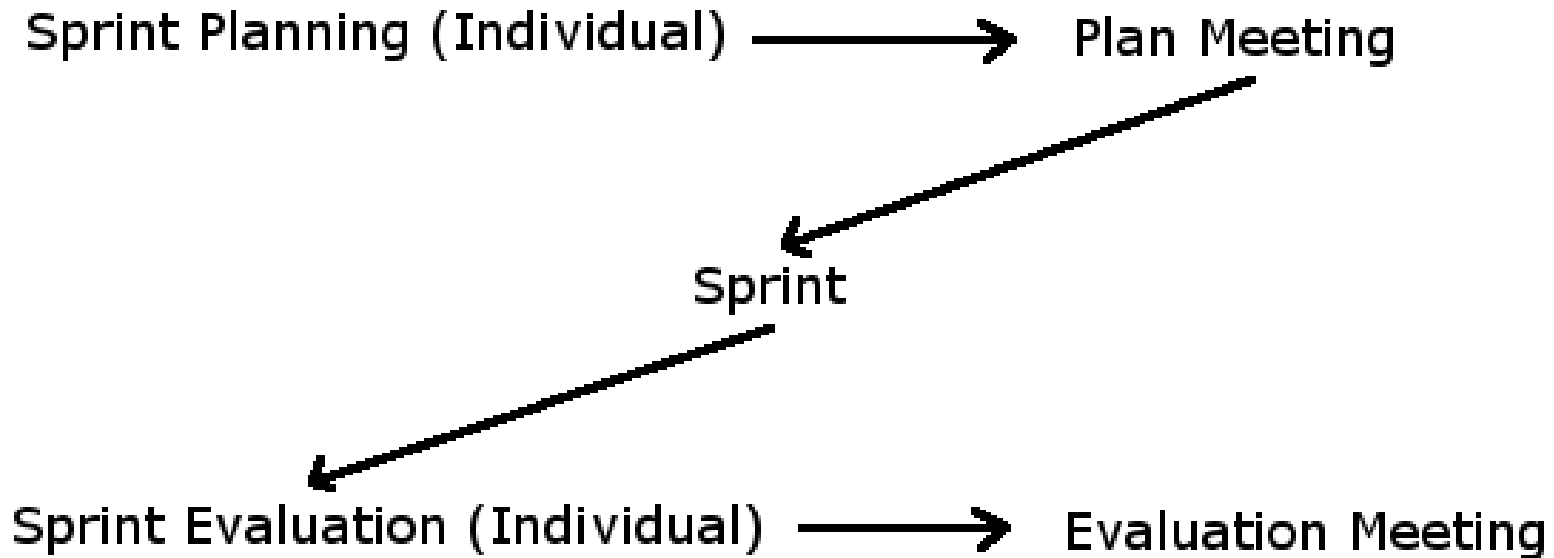
Asynchronous vs Synchronous

VOTE

Generalities – Planning, Sprints, Evaluation

SPRINTS

Work Form



Sprint Planning, Plan Meeting, Sprint Evaluation and Evaluation Meeting is max. 1 hour

Sprint Planning

- Each group plan what features to complete in the next sprint
- Features from other groups are added to the project backlog at this meeting

Plan Meeting

- Presentation of the plan for the next sprint
- Everyone can suggest changes to the plan, in case they need a feature to be done, to continue with their project.
- This meeting ends with a completed sprint backlog

Sprint

- Work with the tasks planned in the sprint backlog
- Tasks in the sprint backlog are complete at the end of the sprint
- Completed tasks are both bugfree and tested

Sprint Evaluation

- Each group evaluates on their sprint
- Questions could be
 - What have we done?
 - Did we miss anything?
 - What are we going to do in the next sprint?
 - What did we learn from this sprint?
 - What are we going to do differently in the next sprint?
- Prepare a demonstration of the features implemented in the sprint
- Prepare a presentation of the things discussed at the sprint evaluation

Evaluation Meeting

- Present the things discussed at the evaluation meeting
 - What have we done?
 - Did we miss anything?
 - What are we going to do in the next sprint?
 - What did we learn from this sprint?
 - What are we going to do differently in the next sprint?
- Length of the next sprint

Strict vs Self-controlled

PROJECT PLANNING

Strict vs Self-controlled

Strict

- Divided
 - Keywords:
 - 3 periods
 - Shared introduction
 - Development
 - Report
- Altering
 - Keywords:
 - Altering between development and report
 - Report is planned between sprints

Self-controlled

- Individual sprint plans
- Develop when it is appropriate for the group
- Write report when it is appropriate for the group

Strict vs Self-controlled

Strict

- Pros
 - Everyone develops at the same time
 - The code is reviewed at least three times
- Cons
 - Not everyone finishes programming simultaneously
 - Everyone can't start simultaneously
 - Everyone works with the area planned in the model

Self-controlled

- Pros
 - Groups always work from their backlogs and priorities
 - Groups decide what to do in the sprints
 - Groups can develop when they are ready to do it
 - Groups can stop developing when they don't have any features to add
- Cons
 - Groups don't develop simultaneously
 - Groups may have to wait for another group to get into a development sprint

Strict vs Self-controlled

DISCUSSION

Strict vs Self-controlled

VOTE