**AGILE METHOLOGY**

**KANBAN**

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**KANBAN**

Kanban is an agile methodology that originated from manufacturing processes and was later applied to software development and other knowledge work domains. The word "Kanban" comes from Japanese and means "visual signal" or "card." The primary goal of Kanban is to improve efficiency, reduce waste, and continuously deliver value to the customer.

Here are the key principles and practices of the Kanban agile methodology:

1. **Visualization:** Kanban emphasizes visualizing the workflow. This is typically done on a Kanban board, a visual representation of the work process. It consists of columns representing different stages of the workflow, and each task or work item is represented by a card that moves through these columns as it progresses.
2. **Work In Progress (WIP) Limits:** Kanban restricts the number of tasks that can be in progress at any given time. WIP limits help prevent overloading the team and maintain a steady flow of work. This promotes faster delivery and helps identify and address bottlenecks in the process.
3. **Flow:** The main focus of Kanban is on maintaining a smooth and continuous flow of work through the system. Teams aim to minimize the time it takes for a work item to move from the initial request stage to completion.
4. **Pull System:** Work is pulled through the system based on capacity and demand rather than being pushed onto team members. Team members pull new work items into their workflow only when they have the capacity to handle them.
5. **Feedback Loops:** Kanban encourages the use of feedback loops to continuously improve processes. Regular meetings, such as daily stand-ups and periodic reviews, help teams discuss performance, identify areas for improvement, and make adjustments to their workflow.
6. **Continuous Improvement:** The Kanban methodology emphasizes a culture of continuous improvement. Teams are encouraged to make incremental, evolutionary changes to their processes to enhance efficiency and effectiveness continually.
7. E**xplicit Policies:** Teams using Kanban define explicit policies for each stage of their workflow. These policies clarify how work items should be handled, what criteria must be met for a task to move to the next stage, and what to do in case of issues or exceptions.
8. **Service Level Agreements (SLAs):** Kanban teams often use SLAs to define the expected time it should take for a work item to move through specific stages. SLAs help teams set expectations and identify areas for improvement.

Kanban is flexible and can be applied to various types of work, not just software development. It is particularly well-suited for environments where the nature of the work is unpredictable and priorities may change frequently. Kanban provides a lightweight approach to agile project management, making it easier to adopt and adapt to different team structures and workflows.

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