

CMPUT 401

Software Process and Product Management

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Planning, Project Management, and Configuration Management

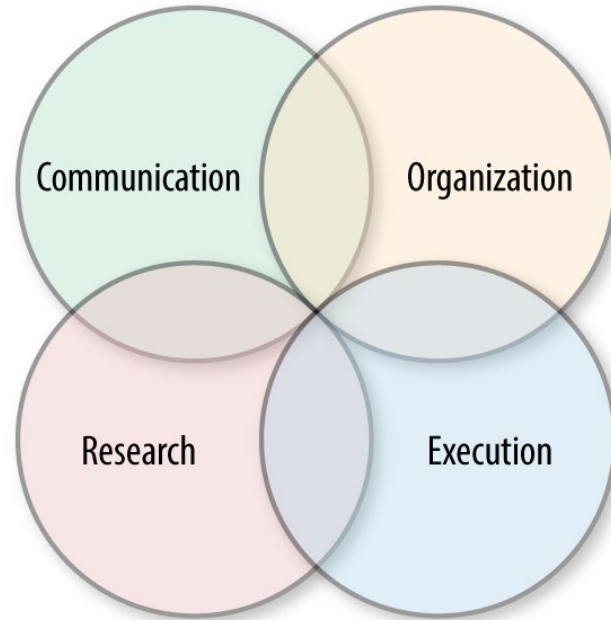
Fall 2020

Creating an Iteration (=Sprint) Plan

1. Create a Sprint Goal
2. ~~Report the project velocity from the last sprint~~
3. Determine all potential user stories for the sprint, break them down into tasks
4. Developers must create estimates for each task
5. After estimates have been made, revisit chosen user stories
6. The development team must sign up for tasks (*preferably, tasks should be self-assigned*)

DOES YOUR TEAM
HAVE A
SPRINT PLAN?!

Who Is Your Product Manager



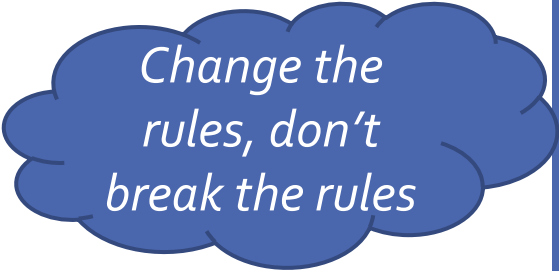
Communication



*Clarity over
comfort*

- The most important skill for a product manager to develop and nurture
- Great product managers actively enjoy the challenge of creating alignment and understanding between different roles and perspectives!


Organization



*Change the
rules, don't
break the rules*

- Product managers must organize their teams to work well together
- Product managers who lack organization skills, no matter how knowledgeable and charismatic they are, often become a bottleneck for their teams!
- The question “what should we be working on right now?” as a sign that something is broken!

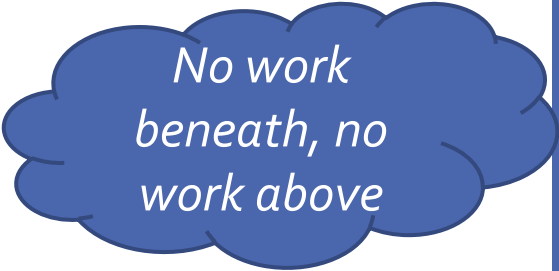
Research



*Live in your
user's reality*

- For a product manager, research is about seeking out and synthesizing multiple perspectives and sources of information
- Great product managers never take anything for granted and are constantly seeking out new ideas and challenging perspectives.

Execution



*No work
beneath, no
work above*

- Product managers not only provide critical support for their teams, they inspire everybody on their team to step up and do whatever needs to be done.
- DOING over thinking!

Questions For Each Of You

1. What am I building during the current sprint?
2. What am I building this week?
3. What am I building today?

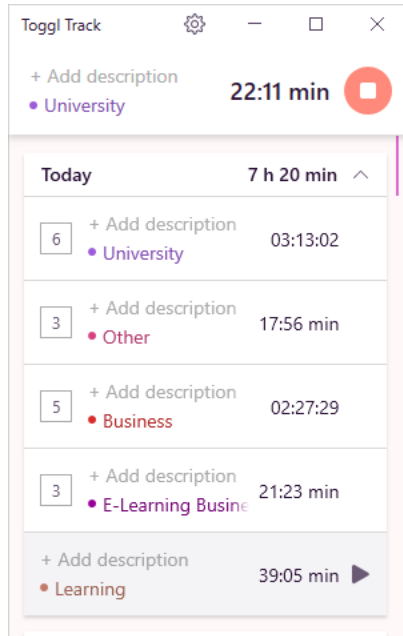
Get Your Hands Dirty

- Start writing code!
- Play with your technologies of choice!
- Start simple (“Hello, world!”)
- Stop endless discussions
- Stop endless documentation refining
- Set a steady pace and keep it
- At this point - more doing, less thinking

Time Management

- One missed week = at least 30 missed hours for your team
- It can be impossible to catch on
- Time is limited, so:
 - Estimate
 - Plan
 - Monitor your time

Personal Time Management: Toggl Track



- Track your time, it's super simple
- You will know how much time you spend on each of your projects

Toggle Track Reports

*Share your weekly reports
with your team – make
yourself accountable!*



Story Points vs Hours

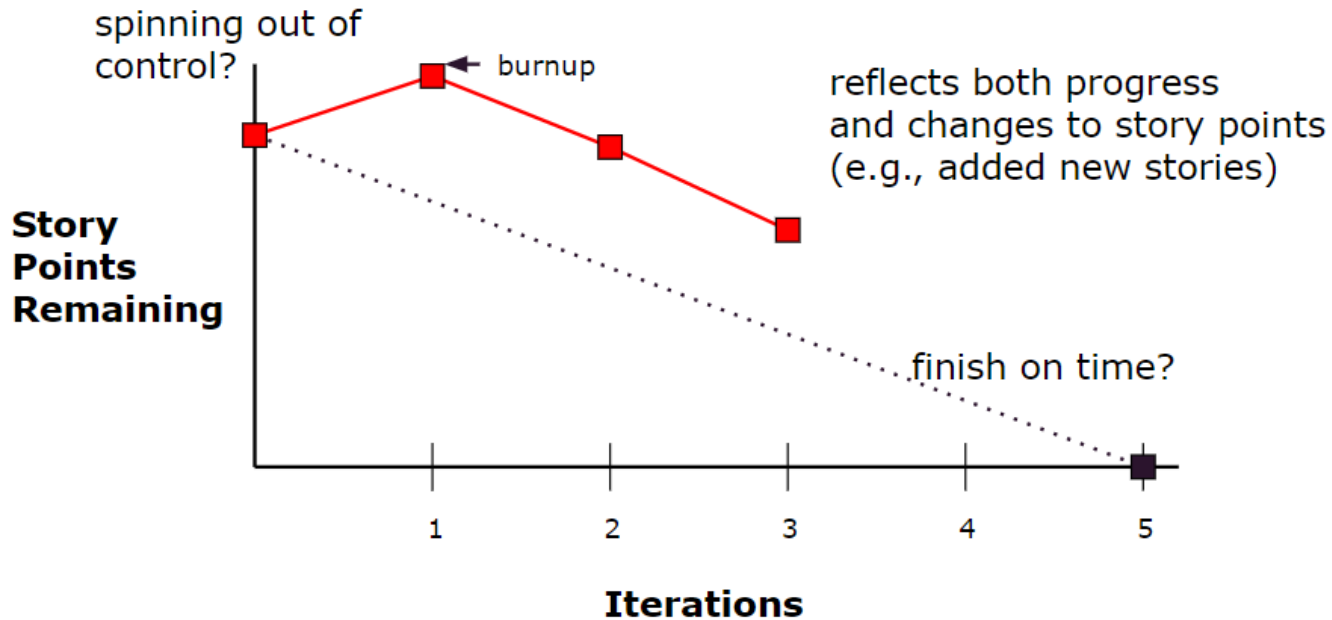
Release Planning

- User stories
- Story points
- Velocity
- Release burndown charts

Iteration (Sprint) Planning

- Tasks
- Hours
- Task boards
- Burndown charts

Release Burndown Chart



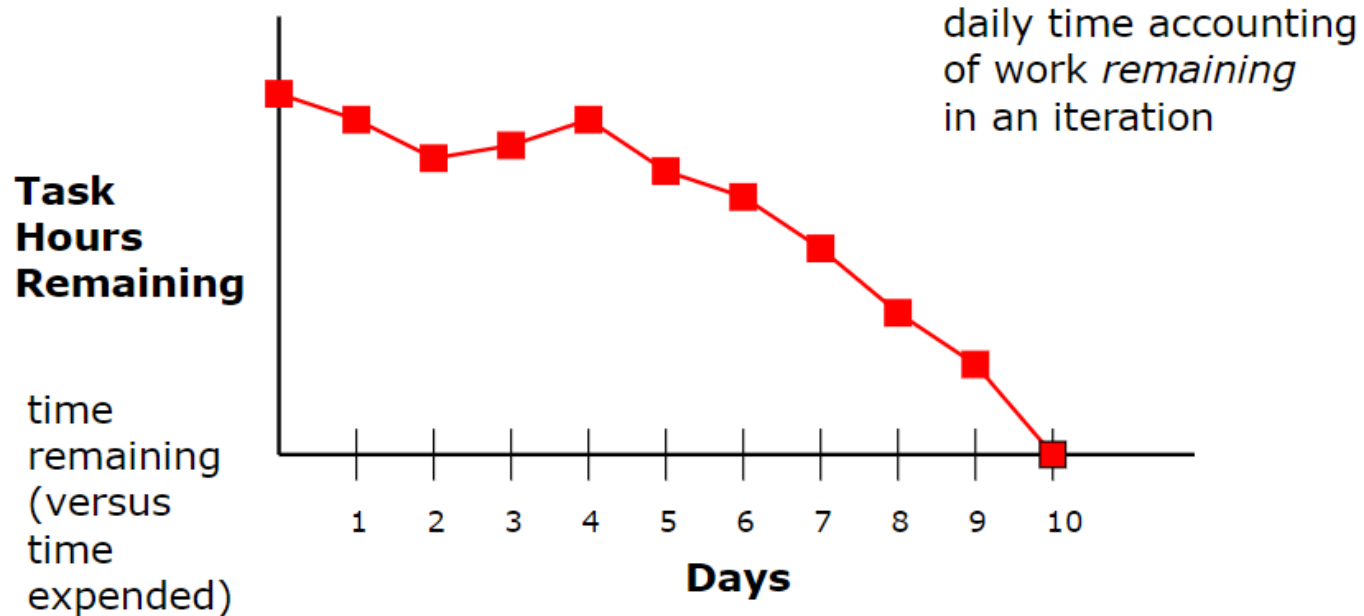
Release Progress and Changes

Iteration	1	2	3	4	5
Remaining story points at start of iteration	150	140	110	75	40
Completed story points during iteration	40	45	42	42	40
Changed estimates on existing stories	10	3	-3	1	
Story points from new stories	20	12	10	6	
Remaining story points at end of iteration	140	110	75	40	0



$$150 - 40 + 10 + 20 = 140$$

Sprint Burndown Chart



Sprint Task Board

Task	Who	Estimated Hours (Left)
create HTML page	JD	2 0
generate results page	JD	2
write servlet to perform search	TC	4
create sample data	TC	2 5
...		
Total Task Hours Left =		10 11

on a whiteboard, each team member
revises their estimate as a task is done or
at the end of the day

Monitoring Practices



- Task boards
- Daily stand-up meetings (scrums)
 - What tasks did you work on yesterday?
 - What tasks will you work on today
 - What obstacles stand in your way?
- Guards against “gold plating”
 - Developers adding unplanned features to wow the customer, make their “mark” or ease the production pressure

Leading Cross-Functional Teams

Leading Cross-Functional Teams

Ken Norton
VP, Products
JotSpot, Inc.

<https://speakerdeck.com/kennethn/leading-cross-functional-teams-and-the-product-manager>

Assignment 1 Update

- Please update the tracker as you go:
<https://forms.gle/SFBnZg3EB4ATtBYG6> (so we know how is everyone doing)
- **Help Session this Friday 9:00 – 10:50**
Join if you need help with your assignment!

Quiz

- No quiz this week
- Happy Thanksgiving!