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Homework 4: Agile Maturity Assessment

Goals

You will assess the maturity of a CIS3500 project team's Agile practices.

It will allow you to gain the following skills:

- Apply Agile concepts to assess an organization's current state of agility
- Conduct interviews and gather data to measure Agile practices effectively
- Analyze the collected data and identify areas of strength and weakness in the organization's Agile implementation
- Communicate findings and recommendations through a clear and concise Agile maturity report

Before you start

Get familiar with Agile maturity assessment. The URLs provided below contain useful information.

Agile Diagnostic for a Maturity Assessment

ADAPT OVATE

Prepare
set up survey and interview questions

STEP 01

Assess
conduct surveys and interviews. actively listen and observe then dig deeper on questioning to better understand the organisation

STEP 02

Analyse
collate survey and interview feedback, interpret and identify emerging themes

STEP 03

Recommend
summarise the results by producing a heatmap of the 7 enablers to boost the organisation's ability. this heatmap will identify what areas need to be addressed immediately (red), what areas to focus on next (amber) and what areas are performing well (green)

STEP 04

Coach
build a coaching plan based on the heatmap, align on cadence and check in with stakeholders and prepare for launch

STEP 05

- https://www.adaptovate.com/agile/what-is-a-maturity-assessment/
- https://scaledagile.com/blog/measuring-agile-maturity-with-assessments/

Instructions

You will work in a team of 3 randomly assigned evaluators and assess the agility of one team. You will perform the following tasks:

- **Interviews**: Schedule individual interviews with each team member using the provided question sets. The number of evaluators present or the details about the interview is up to the evaluators and the team members. **Practice active listening and Take detailed notes during the interviews**.
- **Artifact Review**: Access and review the team's GitHub repository, project board, and Confluence documents, focusing on Agile practices. **You can limit your review to the most recent 4 sprints**.
- **Analysis**: Analyze your interview notes and artifact review findings to identify strengths and weaknesses in the team's Agile practices. **Use the provided Agile Maturity Rubric to assess the team's maturity level**.
- **Assessment Report**: Prepare a written report. **Include actionable recommendations to improve the team's agility**.

We recommend that you (evaluators) define clear roles and responsibilities before starting your evaluation journey.

Interviews Questions

- Project Manager/Product Owner
- UI/UX Lead
- QA & DevOps Lead
- Developers

Artifact Review

- GitHub Repository: Seek evidence of version control practices, branching strategies, pull requests, and code reviews. Do members use comments to discuss issues, code, etc
- Project Board: Assess the completeness, clarity, and organization of the user stories, tasks, and workflow stages. Is the information on the board accurate and up to date?
- Confluence Documents: Analyze meeting minutes for discussions on user stories, backlog refinement, sprint planning, and retrospectives.

Assessment Rubric

This rubric provides a scoring system (1-5 points) for different criteria across key Agile practices, including:

Agile Practice Area	1 (Needs Improvement)	2 (Developing)	3 (Moderately Effective)	4 (Effective)	
Product Backlog Management	Backlog is not prioritized or refined. Members' communication is limited.	-	Backlog prioritization is basic. Limited communication between members.	-	Pı ba ac m re oı Sı m co
Sprint Planning & Management	User stories are not well-defined, and effort has not been estimated.	User stories are defined, but effort estimation is inconsistent.	User stories are defined, and effort is estimated. Sprint planning is somewhat collaborative.	User stories are well-defined, and effort is estimated collaboratively. Sprint planning is well-defined and collaborative.	U cl si cc es Sı is in co pı
Development Practices	Developers work independently with limited collaboration.	Some collaboration among developers, but limited code reviews.	Code reviews are implemented but may not be consistently practiced.	Regular code reviews are conducted. Continuous integration practices are being adopted.	D cc ef pı oı pı ut eı cc aı in
Testing & Quality Assurance	Limited or no automated testing. Manual testing	Basic automated testing is implemented.	Automated testing covers core functionalities.	Comprehensive automated testing suite is in place.	Aı te re D

Agile Practice Area	1 (Needs Improvement)	2 (Developing)	3 (Moderately Effective)	4 (Effective)	
	is ad-hoc.			Defect tracking is systematic.	p su cc in de C
Communication & Collaboration	Limited communication between team members. Meetings are not held.	Some communication channels exist but may not be used effectively. Meetings are often canceled or not attended. Meeting notes are often nonexistent.	Regular team meetings are held, but communication can be siloed. Poor attendance or missing meeting minutes.	Regular communication and meetings are held. Information is actively shared across roles. Good attendance/ most members present, meeting minutes recorded with minimal details.	R cc ar ar pc at In ac ac ar m al re gi

Assessment Report Outline:

You will submit your repo to Gradescope with the completed report.

- [Here](#)
- You will be evaluated on the quality of the report.