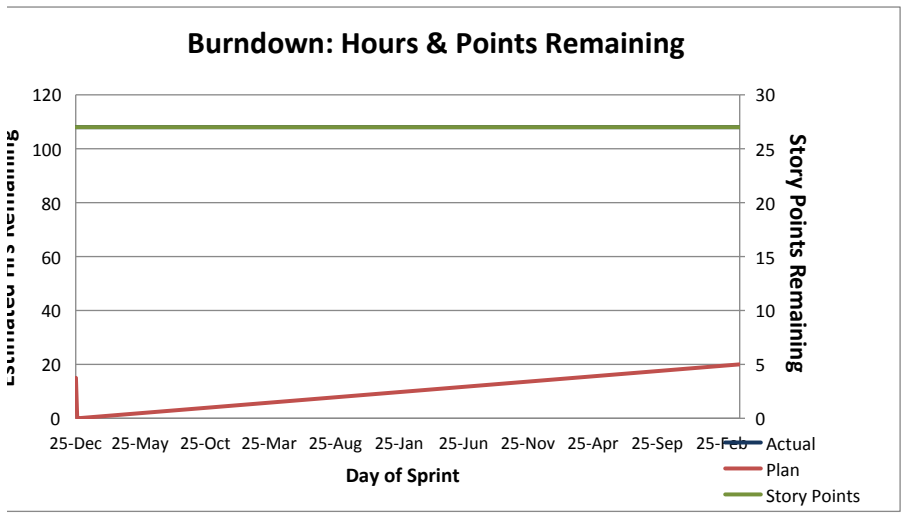
LATINUM | EDGE
AGILE EXPERTS

Available working hours in the sprint

Days in sprint: 4.5

	M	Tu	W	Th	F
	9-Apr	25-Dec	26-Dec	27-Dec	28-Dec
Developers					
Rebecca B	2	2	2	2	2
Drarelle B	2	2	2	2	2
				Total sprint hours:	
				Total per day:	



Task	Description	Acceptance Criteria	Type	Story Point	Responsible	M 9-Apr	Tu 25-Dec	W 26-Dec	Th 27-Dec	F 28-Dec
					Rebecca B	**4**	**4**	**4**	**4**	**4**
						3	3	3	3	3
						3	3	3	3	3
Carmen Sandiego Epic	**As a developer I want to be able t**	**When I use this tool I can use the**	**Requirement**	**8**		3	3	3	3	3
Gitlab Licensing			Requirement	2		3	3	3	3	3
Branching & Forking Available			Requirement	2		3	3	3	3	3
Table querying feature			Requirement	8		3	3	3	3	3
Crude API			Requirement	8		3	3	3	3	3
Documentation			Requirement			3	3	3	3	3
Marketshare Analysis			Requirement							
Data Sourcing			Requirement		**Drarelle B**	**5**	**5**	**5**	**5**	**5**
ETL Data			Requirement			3	3	3	3	3
Testing			Requirement			3	3	3	3	3
MVP Release	**As a ____, I want to ____, so that**	**When I do this: ____, this happer**	**Requirement**	**5**		3	3	3	3	3
Mvp Feedback Release			Overhead			3	3	3	3	3
<task>						3	3	3	3	3
<task>						3	3	3	3	3
<task>						3	3	3	3	3
<task>						3	3	3	3	3
<task>										
<task>					**Developer name**	**3**	**3**	**3**	**3**	**3**
<task>						3	3	3	3	3
						3	3	3	3	3
<User story title>	**As a ____, I want to ____, so that**	**When I do this: ____, this happer**	**Requirement**	**3**		3	3	3	3	3
<task>						3	3	3	3	3
<task>						3	3	3	3	3
<task>						3	3	3	3	3
<task>						3	3	3	3	3
<task>						3	3	3	3	3
<task>										
<task>					**Developer name**	**2**	**2**	**2**	**2**	**2**
<task>						3	3	3	3	3
						3	3	3	3	3
<User story title>	**As a ____, I want to ____, so that**	**When I do this: ____, this happer**	**Requirement**	**2**		3	3	3	3	3
<task>						3	3	3	3	3
<task>						3	3	3	3	3
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<task>						3	3	3	3	3
<task>						3	3	3	3	3
<task>										
<task>					**Developer name**	**1**	**1**	**1**	**1**	**1**
<task>						3	3	3	3	3
						3	3	3	3	3
<User story title>	**As a ____, I want to ____, so that**	**When I do this: ____, this happer**	**Requirement**	**1**		3	3	3	3	3
<task>						3	3	3	3	3
<task>						3	3	3	3	3
<task>						3	3	3	3	3
<task>						3	3	3	3	3
<task>						3	3	3	3	3
<task>										
<task>						108	108	108	108	108
<task>						20	15	10	5	0
						27	27	27	27	27
					Day:	**1**	**2**	**3**	**4**	**5**

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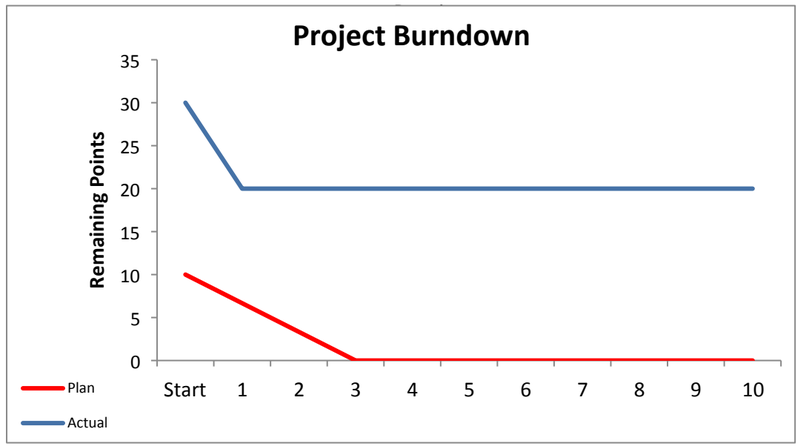
AGILE EXPERTS

Ohio R ailroad Risk Analysis Release Burndown

4/9/2023	**Project start**
1	Sprint length (days)
1	Release 1 sprints (#)
6	Release 1 release sprint length (days)
4/16/2023	**Release 1 date**
2	Release 2 sprints (#)
4	Release 2 release sprint length (days)
4/22/2023	**Release 2 date**
1	Release 3 sprints (#)
0	Release 3 release sprint length (days)
4/23/2023	**Release 3 date**



Empirical PERT Calculations

Sprint	Actual Velocity	Sprints Remain	Actual Burn	Plan Burn	P Scope Remain 10	ML Scope Remain 10	O Scope Remain 10
Start	10	3	30	10	30	30	30
1	10	2	20	7	20	20	20
2		1	20	3	10	10	10
3		0	20	0	0	0	0
4		-1	20	#DIV/0!	-10	-10	-10
5		-2	20	#DIV/0!	-20	-20	-20
6		-3	20	#DIV/0!	-30	0	-30
7		-4	20	#DIV/0!	-40	0	-40
8		-5	20	#DIV/0!	-50	0	-50
9		-6	20	#DIV/0!	-60	0	-60
10		-7	20	#DIV/0!	-70	0	-70

<Product Name> Product Backlog

ID	Title	Description	Acceptance Criteria	Type	Size	Running Total	Sprint Completed	Release Dates	Release Goals
0002	Carmen Sandiego Epic	As a developer I want to be able to suppor thi	When I use this tool I can use the open-sourc	Requirement	8	8			
0003	Gitlab Licensing			Requirement	2	10			
0004	Branching & Forking Available			Requirement	2	12			
0005	Table querying feature			Requirement	2	14			
0001	Crude API			Requirement	8	22			
0006	Documentation			Requirement	1	23			
0007	Marketshare Analysis			Requirement	3	26			
0008	Data Sourcing			Requirement	3	29			
0009	ETL Data			Requirement	3	32			
0010	Testing			Requirement	0	32			
0011	MVP Release					32		########	**Release 1: <goal>**
0013	<PBI title>					32			
0015	<PBI title>					32			
0014	<PBI title>					32			
0016	<PBI title>					32			
0020	<PBI title>					32		########	**Release 2 <goal>**
0019	<PBI title>					32			
0017	<PBI title>				21	53			
0018	<PBI title>				34	87		########	**Release 3 <goal>**
0022	<PBI title>				34	121			
0024	<PBI title>				21	142			
0025	<PBI title>				34	176			
0026	<PBI title>				13	189			
0027	<PBI title>				55	244			
0028	<PBI title>				89	333			
0029	<PBI title>				55	388			
0030	<PBI title>				34	422			
0031	<PBI title>				55	477			
0032	<PBI title>				21	498			
0034	<PBI title>				13	511			
0035	<PBI title>				55	566			
0036	<PBI title>				144	710			

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Overview

This workbook provides multiple template options for managing both product backlogs and sprint backlogs. Select the templates you prefer--select one product backlog template (option 1, 2 or 3) and one sprint backlog template (1 week or 2 week) -- and then delete the others.

Below are instructions on how to use each template, including which fields are editable, which are not, and issues to be aware of as you make modifications.

Product Backlog Instructions

Note: Each of the three product backlog templates use conditional formatting rather than visual basic (VBA) programming to avoid the use of macros. Macros can be problematic for some users in certain security environments.

The product backlog template options provide the data and calculations to not only generate a project/release burndown chart, but also to provide empirical "PERT" extrapolations for release delivery dates based on a scrum team's velocity.

The three template options are identical, with the following differences (provided for individual preferences):

Product Backlog - option 1: This option highlights all rows within the ranges calculated in columns K, L and M.

Product Backlog - option 2: This option highlights only the last row of the ranges calculated in columns K, L and M.

Product Backlog - option 3: This option underlines only the last row of the ranges calculated in columns K, L and M.

Extrapolation data is calculated in the range F2:M15, and assumes a project with 10 sprints. This can be modified, but remember that the burndown chart's data range must be manually updated to match any changes. "P" stands for "pessimistic" (i.e. lowest velocity), "ML" stands for "most likely" (i.e. average velocity"), and "O" stands for "optimistic" (i.e. highest velocity).

Be aware that many cells contain values and/or formulas required to calculate other cells and/or the burndown chart. Comments are provided in each cell (or the first cell in a range) that requires manual updating by the user. Avoid changing values in any cells that do not have a red flag in the upper right corner, indicating there is a comment.

Sprint Backlog Instructions

The sprint backlog template 1- and 2-week options provide the data and calculations to generate a sprint burndown chart for both story points and task hours. For instructions, see https://platinumedge.com/blog/anatomy-sprint-backlog.

The two template options are identical, except for sprint length. Burndown chart data is generated based on data in rows 81-84. Rows can be deleted or added to accommodate more or fewer user stories and/or tasks in each user story, however be aware that formulas may have to be updated in these rows, as well as in each individual user story row.

Be aware that many cells contain values and/or formulas required to calculate other cells and/or the burndown chart. Avoid changing values in any cells that contain formulas.

You may also notice the shape of the story point line is a little different between sprint length versions. The 1-week version is a normal stairstep shape you would expect. The 2-week version has a slight-but-noticeable slant instead of a straight vertical drop. This is due to Excel logic used to hide the weekend days where no development work would be done. It's a minor visual difference that should not negatively impact the usefulness of the progress visibility of your sprint.

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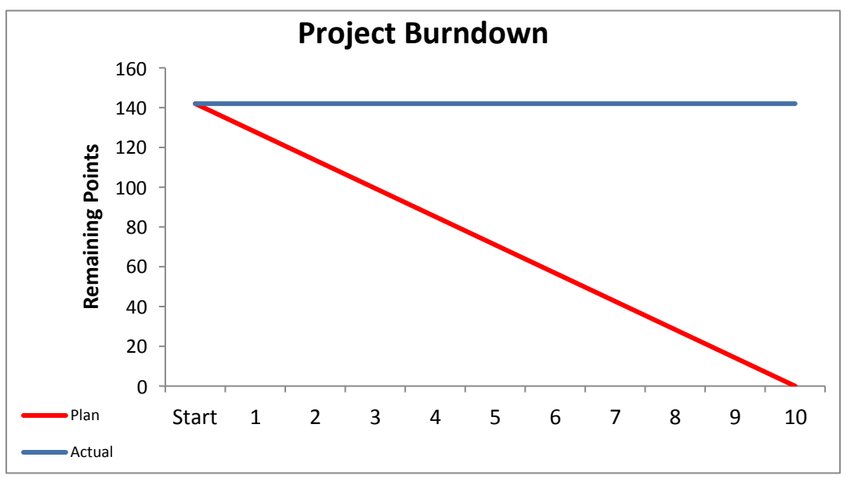
<Product Name> Release Projections

#########	**Project start**
7	Sprint length (days)
3	Release 1 sprints (#)
7	Release 1 release sprint length (days)
#########	**Release 1 date**
2	Release 2 sprints (#)
0	Release 2 release sprint length (days)
12/8/2016	**Release 2 date**
3	Release 3 sprints (#)
0	Release 3 release sprint length (days)
#########	**Release 3 date**



Empirical PERT Calculations

Sprint	Actual Velocity	Sprints Remain	Target Burn	Plan Burn	P Scope Remain 10	ML Scope Remain 10	O Scope Remain 10
Start	10	10	142	142	100	100	100
1		9	142	128	90	90	90
2		8	142	114	80	80	80
3		7	142	99	70	70	70
4		6	142	85	60	60	60
5		5	142	71	50	50	50
6		4	142	57	40	40	40
7		3	142	43	30	30	30
8		2	142	28	20	20	20
9		1	142	14	10	10	10
10		0	142	0	0	0	0

<Product Name> Product Backlog

ID	Title	Description	Acceptance Criteria	Type	Size	Running Total	Sprint Completed	Release Dates	Release Goals
0002	<PBI title>	As a ____, I want ____, so that ____.	When I do this: ____, this happens:____.	Requirement	2	2			
0003	<PBI title>				1	3			
0004	<PBI title>				3	6			
0005	<PBI title>				3	9			
0001	<PBI title>				5	14			
0006	<PBI title>				3	17			
0007	<PBI title>				2	19			
0008	<PBI title>				8	27			
0009	<PBI title>				5	32			
0010	<PBI title>				3	35			
0011	<PBI title>				3	38		########	**Release 1: <goal>**
0013	<PBI title>				5	43			
0015	<PBI title>				5	48			
0014	<PBI title>				8	56			
0016	<PBI title>				5	61			
0020	<PBI title>				13	74		########	**Release 2: <goal>**
0019	<PBI title>				13	87			
0017	<PBI title>				21	108			
0018	<PBI title>				34	142		########	**Release 3: <goal>**
0022	<PBI title>				34	176			
0024	<PBI title>				21	197			
0025	<PBI title>				34	231			
0026	<PBI title>				13	244			
0027	<PBI title>				55	299			
0028	<PBI title>				89	388			
0029	<PBI title>				55	443			
0030	<PBI title>				34	477			
0031	<PBI title>				55	532			
0032	<PBI title>				21	553			
0034	<PBI title>				13	566			
0035	<PBI title>				55	621			
0036	<PBI title>				144	765			
						765			

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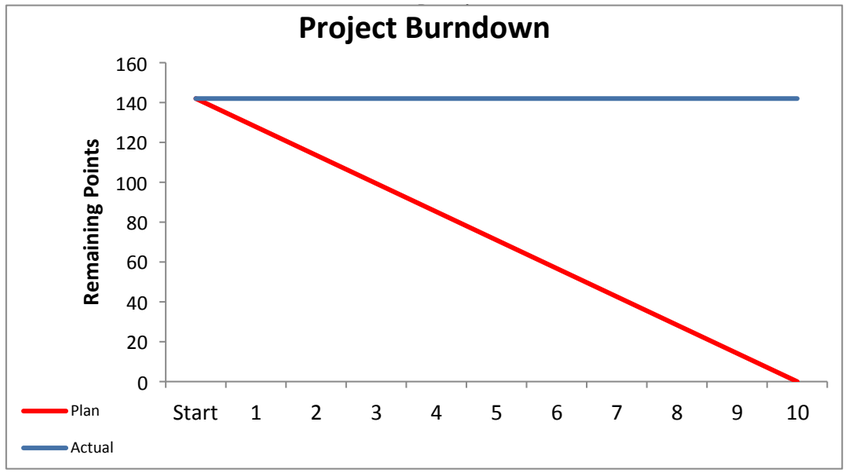
<Product Name> Release Projections

########	**Project start**
7	Sprint length (days)
3	Release 1 sprints (#)
7	Release 1 release sprint length (days)
########	**Release 1 date**
2	Release 2 sprints (#)
0	Release 2 release sprint length (days)
########	**Release 2 date**
3	Release 3 sprints (#)
0	Release 3 release sprint length (days)
########	**Release 3 date**



Empirical PERT Calculations

Sprint	Actual Velocity	Sprints Remain	Target Burn	Plan Burn	P Scope Remain 10	ML Scope Remain 10	O Scope Remain 10
Start	10	10	142	142	100	100	100
1		9	142	128	90	90	90
2		8	142	114	80	80	80
3		7	142	99	70	70	70
4		6	142	85	60	60	60
5		5	142	71	50	50	50
6		4	142	57	40	40	40
7		3	142	43	30	30	30
8		2	142	28	20	20	20
9		1	142	14	10	10	10
10		0	142	0	0	0	0

<Product Name> Product Backlog

ID	Title	Description	Acceptance Criteria	Type	Size	Running Total	Sprint Completec	Release Dates	Release Goals
0002	<PBI title>	As a ____, I want ____, so that ____.	When I do this: ____, this happens:____.	Requirement	2	2			
0003	<PBI title>				1	3			
0004	<PBI title>				3	6			
0005	<PBI title>				3	9			
0001	<PBI title>				5	14			
0006	<PBI title>				3	17			
0007	<PBI title>				2	19			
0008	<PBI title>				8	27			
0009	<PBI title>				5	32			
0010	<PBI title>				3	35			
0011	<PBI title>				3	38		########	**Release 1: <goal>**
0013	<PBI title>				5	43			
0015	<PBI title>				5	48			
0014	<PBI title>				8	56			
0016	<PBI title>				5	61			
0020	<PBI title>				13	74		########	**Release 2: <goal>**
0019	<PBI title>				13	87			
0017	<PBI title>				21	108			
0018	<PBI title>				34	142		########	**Release 3: <goal>**
0022	<PBI title>				34	176			
0024	<PBI title>				21	197			
0025	<PBI title>				34	231			
0026	<PBI title>				13	244			
0027	<PBI title>				55	299			
0028	<PBI title>				89	388			
0029	<PBI title>				55	443			
0030	<PBI title>				34	477			
0031	<PBI title>				55	532			
0032	<PBI title>				21	553			
0034	<PBI title>				13	566			
0035	<PB title>				55	621			
0036	<PB title>				144	765			

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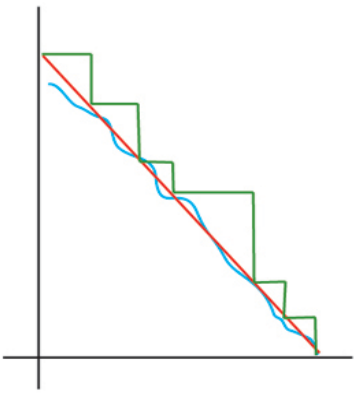
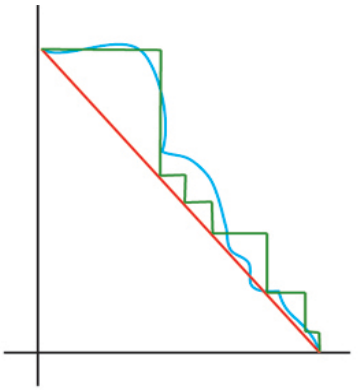
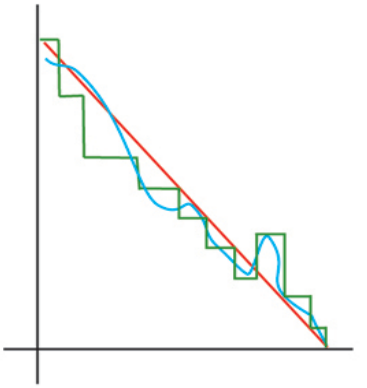


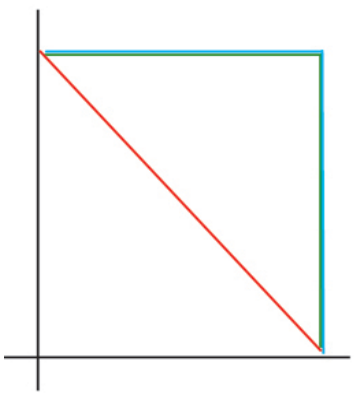
Expected



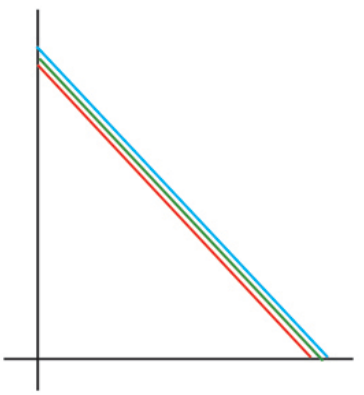
More Complicated



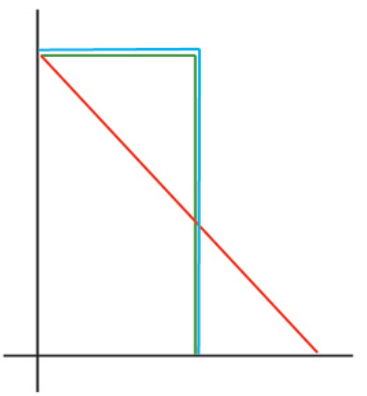
Less Complicated



Not Participating



Lying



Failing Fast

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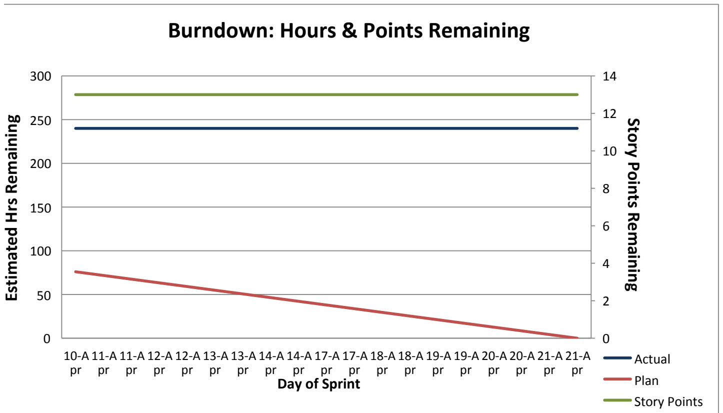

Available working hours in the sprint

Days in sprint: 10

	M	Tu	W	Th	F	M	Tu	W	Th	F	Total
	10-Apr	11-Apr	12-Apr	13-Apr	14-Apr	17-Apr	18-Apr	19-Apr	20-Apr	21-Apr	
Developers											
Drarelle B	2	2	2	2	2	2	2	2	2	2	38
Rebecca B	2	2	2	2	2	2	2	2	2	2	38
					Total sprint hours:					**Total sprint hours:**	76
					Total per day:					**Total per day:**	8

Task			Type	Story Points	Responsible	M 10-Apr	Tu 11-Apr	W 12-Apr	Th 13-Apr	F 14-Apr	M 17-Apr	Tu 18-Apr	W 19-Apr	Th 20-Apr	F 21-Apr	Done (Y)	Accepted (Y/N)
					Drarelle B	**2**	**2**	**2**	**2**	**2**	**2**	**2**	**2**	**2**	**2**		
						6	6	6	6	6	6	6	6	6	6		
						6	6	6	6	6	6	6	6	6	6		
<User story title>	**As a ____, I want to ____, so that**	**When I do this: ____, this happen**	**Requirement**	**8**		6	6	6	6	6	6	6	6	6	6		
<task>						6	6	6	6	6	6	6	6	6	6		
<task>						6	6	6	6	6	6	6	6	6	6		
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<task>						6	6	6	6	6	6	6	6	6	6		
<task>																	
<task>					**Developer name**	**5**	**5**	**5**	**5**	**5**	**5**	**5**	**5**	**5**	**5**		
<task>						6	6	6	6	6	6	6	6	6	6		
						6	6	6	6	6	6	6	6	6	6		
<User story title>	**As a ____, I want to ____, so that**	**When I do this: ____, this happen**	**Requirement**	**5**		6	6	6	6	6	6	6	6	6	6		
<task>						6	6	6	6	6	6	6	6	6	6		
<task>						6	6	6	6	6	6	6	6	6	6		
<task>						6	6	6	6	6	6	6	6	6	6		
<task>						6	6	6	6	6	6	6	6	6	6		
<task>						6	6	6	6	6	6	6	6	6	6		
<task>																	
<task>					**Developer name**	**3**	**3**	**3**	**3**	**3**	**3**	**3**	**3**	**3**	**3**		
<task>						6	6	6	6	6	6	6	6	6	6		
						6	6	6	6	6	6	6	6	6	6		
<User story title>	**As a ____, I want to ____, so that**	**When I do this: ____, this happen**	**Requirement**	**3**		6	6	6	6	6	6	6	6	6	6		
<task>						6	6	6	6	6	6	6	6	6	6		
<task>						6	6	6	6	6	6	6	6	6	6		
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<task>						6	6	6	6	6	6	6	6	6	6		
<task>						6	6	6	6	6	6	6	6	6	6		
<task>																	
<task>					**Developer name**	**2**	**2**	**2**	**2**	**2**	**2**	**2**	**2**	**2**	**2**		
<task>						6	6	6	6	6	6	6	6	6	6		
						6	6	6	6	6	6	6	6	6	6		
<User story title>	**As a ____, I want to ____, so that**	**When I do this: ____, this happen**	**Requirement**	**2**		6	6	6	6	6	6	6	6	6	6		
<task>						6	6	6	6	6	6	6	6	6	6		
<task>						6	6	6	6	6	6	6	6	6	6		
<task>						6	6	6	6	6	6	6	6	6	6		
<task>						6	6	6	6	6	6	6	6	6	6		
<task>						6	6	6	6	6	6	6	6	6	6		
<task>																	
<task>					**Developer name**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**		
<task>						6	6	6	6	6	6	6	6	6	6		
						6	6	6	6	6	6	6	6	6	6		
<User story title>	**As a ____, I want to ____, so that**	**When I do this: ____, this happen**	**Requirement**	**1**		6	6	6	6	6	6	6	6	6	6		
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						13	13	13	13	13	13	13	13	13	13		
					Day:	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**		