Assignment 05 - Agile Release Planning/Estimates Team Velocity/Sprint planning/execution/Demo/Retrospective Brief

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# Introduction

In this assignment you are required to create an Agile Release Plan, a release plan burndown chart, estimate your Team Velocity, plan the first sprint, create a sprint burndown chart, execute the first sprint, have a sprint demo/review, and finally hold a sprint retrospective.

# Agile Release Plan

The team is required to create an **agile release plan** with a duration of 4 weeks.

The release duration will be 4 weeks, comprising 2 sprints, each sprint being 2 weeks long. The sprint start and end dates are as follows:

* Sprint 1 Mon 17th Feb Fri 28th Feb
* Sprint 2 Mon 2nd Mar …. Fri 13th Mar

The team must hold a **release planning meeting** to do the following

* The development team estimates how many story points it can do in a sprint. This is the

### team velocity.

* The PO **priorities** the stories on the product backlog.
* The **PO and the team agree on what stories to include in the release plan**. (This is calculated by using the user story points and the team velocity).
* **Create the release plan** using: a). the prioritized stories from the backlog, b). the release duration and c). the team velocity.

The team must create **a release burndown chart**. Document the software tool used to create the release burndown chart.

Once the release plan has been defined, the team should have a team **confidence vote** on the release plan. **Design and document your method of confidence voting**. If the confidence vote is low, then the team is advised to re-plan.

# Sprinting

### The team will create a sprint plan for the first sprint of the release which begins Mon 17th Feb and ends Fri 28th Feb .

## Before the sprint begins

### The team must have a sprint planning meeting to do the following:

* The PO prioritizes user stories on the backlog
* The PO recommends user stories for inclusion in this sprint.
* The team accepts user stories into the sprint backlog as per the team’s user story Definition of Ready (DOR) and the team’s sprint velocity.
* The team agrees to a sprint goal.
* The team breaks stories into tasks.
* Team members choose what tasks to work on.
* The team has a confidence vote on the sprint plan.
* The sprint stories, tasks, and task owners, are setup in Jira ( or equivalent software project management tool)
* The sprint begins.

## During the sprint

* The team uses the Daily Standup meeting to: 1. communicate progress on their user story tasks, 2. communicate what tasks they plan to work on next, and 3. Raise concerns and ask for help from other team members.
* Task owners update task status and effort remaining before daily stand up.
* The user stories and associated tasks should be visible to the team during the standup meetings. (Use SCRUM/Task Board)

## On the last day of the sprint

* Team has a sprint **Review/Demo meeting** to show the PO what work has been completed/not complete as per the definition of DONE. Make a video recording of the sprint review and demo.
* The team meets to have a **sprint retrospective** to brainstorm what went well, what didn’t go well and what actions need to be taken to improve the next sprint. Capture the input and outcomes of this meeting.

# Submission

* The user stories in the release plan and their size in story points
* The team velocity and how it was calculated
* The Release plan, the release plan confidence vote, and how the plan was put together.
* Initial Release Burndown chart and the tool used to create it
* Before the sprint begins
  + Description of the sprint planning meeting, the resultant sprint plan, the confidence vote, sprint goals(s)
  + The sprint stories, associated tasks, task status and task owners in Jira or equivalent.
* During the sprint
  + Snapshots of sprint progress
    - SCRUM/Task Board updates at Daily stand-ups
    - Changes to the corresponding sprint Burn down chart.
  + Description of any changes to plan during the sprint
  + Description of Issues and associated actions, captured during daily stand-ups
* At the end of the sprint
  + The video recording of the sprint demo/review
  + The status of user stories completed in the sprint as per the definition of DONE and user stories rejected and reasons why.
  + For each user story the list of tasks, the final task status, and task owners.
  + The beginning/end sprint burndown charts and the beginning/end SCRUM Board.
  + The input and outputs of the sprint retrospective meeting with evidence of brain storming.
  + An updated Release plan and an updated burndown chart updated after the sprint has finished
* Include any flipchart sheets, stickies, explanations to show evidence of team brainstorming,

confidence votes, etc….

# References