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Welcome back. In this video, I will explain how to use a transformation map and we will provide an example for filling out the personal column. The Agile Transformation map is a one-page document that captures key pieces of information we need, in the vision statement, metrics, timeline inputs, and the identified risks. There are three dimensions or levels of transformation we are planning for in this Capstone Project, personal, team, and organizational levels. In the supplementary materials, you will find this one-page form that you will be filling out as a part of your assignment. This page is beneficial for you as you consider alignment, and potential areas of overlap. As change leaders, we want to ensure we're moving in the same direction in all three areas. For example, suppose the goal of your own team is to become more agile. Imagine that you are someone who is currently unfamiliar with agile. You create a personal development goal to become a better master of your team's budget. The mastery of the team's budget might not be the best focus area at the moment, as it's more focused on your personal endeavors and only loosely supports the immediate needs of your team. Let me give you another example. Suppose you plan to scale agile across your enterprise in the near future. However, you just set the vision for your team to become 20 percent more efficient with existing processes. Since you will be transitioning to an agile in the near future, it's probably not the best use of your team's time to improve processes within the current traditional model. In this module, your task is to complete the first column of the Agile Transformation Roadmap. First, you have to create an envision statement. To refresh you on how to create the envision statement, please revisit the videos on envisioning. If you haven't completed the agile leader workbook, you will find your envision statement on page five. An example of the envision statement I have created for myself is, become unshakable in the face of change to demonstrate authentic world-class leadership by June 2022. It includes three elements: what, why, and when. The what part is become unshakable in the face of change. It's followed by the why part, which is to demonstrate authentic world-class leadership. The when part states, by June 2022. Did you notice that the envision statement does not include the how part? This is important. You don't have to know how you will make it happen at this point. You will design the how later in the project when you begin building product and sprint backlog. At this point, all you need for the envision statement is to have a high level idea what your goal is. The envision statement has to be simple and make sense to anyone unfamiliar with a project. For the personal one, it has to make sense to you first and foremost. For me, unshakable means to be emotionally resilient and not letting things or events throw me off my balance. Now, let's look at the metrics section. How will you know that you're making a difference and moving in the right direction? You will use metrics to measure the progress. For my personal transformation I will use my agility score as a way to measure my progress. You can find your score by completing the personal agility assessment on page two of the Agile Leader Workbook. Timeline inputs are the next row of the form. These should be longer-term ranges which indicate the beginning and the end date. Knowing these inputs will allow you to create a Gantt Chart. The Gantt Chart will provide a visual view of the duration and progress of each phase of the project. It will include the any parallel work. In my case, my date range will be starting January 2021, and the end date will be June of 2022. To calculate the duration, subtract the finish date from the start date. This will be the duration in days.

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If you'd like to create the Gantt Chart in Excel, please watch the next video for the tutorial. The next row in the table captures any potential risks so we already know that might obstruct our progress. For me, if you'll the risks are not following through on my plan consistent commitment in other competing priorities of life. To mitigate these, I will commit to pre-planning my week, checking progress once a month. I will take the assessment once a month to get an updated agility score, and we will display my envision statement above my desk. Even if I get off track because of the things that come up in life, I can quickly get back to taking action and making progress towards my goal. The note section is designed for capturing any additional irrelevant information. I will add, create the progress tracker poster to my notes section for myself. Now, it's your turn to fill out the form for yourself. In the next video, I will explain how to create the product and sprint backlog for personal transformation.