CEREMONIES FOR HIGH PERFORMING SCRUM TEAMS

James Smith

CONTENTS

SPRINT PLANNING

Figure 17.1

Sprint Planning for Team 3

(1) Sprint Info

Sprint #	32
Date	8/19/18
Velocity	21

(2) Committed Stories (100% velocity)

Story #	Points
S744	8
S745	5
S751	8

(3) Stretch Stories (50% velocity)

Story #	Points
S756	8
S760	5

(4) Definition of Done Includes

0 escaped defects
80% Unit Test code coverage
100% Acceptance Test Coverage

(5) Agreements

Standup: 0830
Backlog Refinement: Wed 1330
Review: 9/2/18 1100
Retrospective: 9/2/11 1300
Feature Freeze Date: 8/27/18
Code Freeze Date: 9/1/18
Agree to Unit Test first

(6) Emergency Procedures

1) If task is taking 2x estimate, try pair programming.
2) If PP doesn't work, swap tasks with another team member.
3) If by Day 3 in sprint and 1 day behind, drop lowest priority story.
4) If PO needs to add story, and story meets DoR, do equitable points exchange with other stories in sprint backlog.
5) Abort sprint, notify customer of release plan slip, go immediately into sprint planning.

(7) Implementation Plan

Story #	Description	Points	Tasks	Est. Hours
S744	Create Locomotive Inspection	8	T1 Build questionnaire UI	16
			T2) Save Data to DB	7
			T3) Implement crd in api ca	12
			T4) Write acceptance test c	12
S745	Download Inspection Issue	5		
S751	Inspection Metrics Report	8		
S756	Enter inspection data via mobile device	8		
S760	Warehouse inspection 90 days	3		

(8) Capacity Plan

Team Member	Hours
Charles	64
Arun	12
Harrison	40
Dennis	32
Thomas	50
Sanjay	48

SPRINT REVIEW

Sprint Review for Mech Loco

Sprint #	32
Date	9/2/18

Stories Completed

Story #	Desc	Points	Demo
EAM-744	Create Loco Inspection	8	X
EAM-745	Retrieve Inspection Issues	5	X
EAM-751	Inspection Metrics Report	8	X
EAM-756	Enter Inspection Data via Mobile Device	8	X

New Velocity: 29

Updated Release Plan

Next Stories 44 points (150% Velocity)

Story #	Points	Accept Crit	Dependencies
1) EAM-772	8	X	X
2) EAM-773	8	X	X
3) EAM-781	5	X	X
4) EAM-784	8	X	X
5a) EAM-785	5	X	X
5b) EAM-787	5	X	X
5c) EAM-788	5	X	X
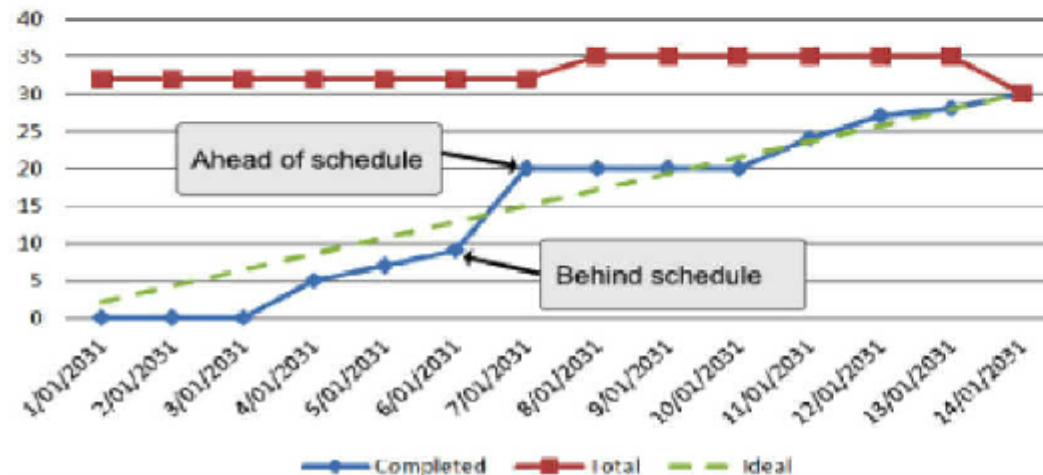
SPRINT RETROSPECTIVE

Sprint Retro for Mech Loco

Sprint #	32
Date	9/2/18

Update Metrics (from Assessment)
1) Velocity
2) Defect Count
3) Unit Test Code Coverage
4) Functional Automated Test Coverage
5) Happiness Metric
6) Maturity Score:

0-1	Forming
2-3	Storming
4-5	Norming
6-7	Sustaining
8-9	Performing
10	Accelerating

Keep Doing
1) Refining Definition of Done

Start Doing
1) Daily Deployments
2) Buffer for Expedites

Stop Doing
1) Planning outside sprint planning
2) Minimize Dev/Customer interaction to sprint

Impediments
1) Waiting on External Test Data during Sprint

Kaizen
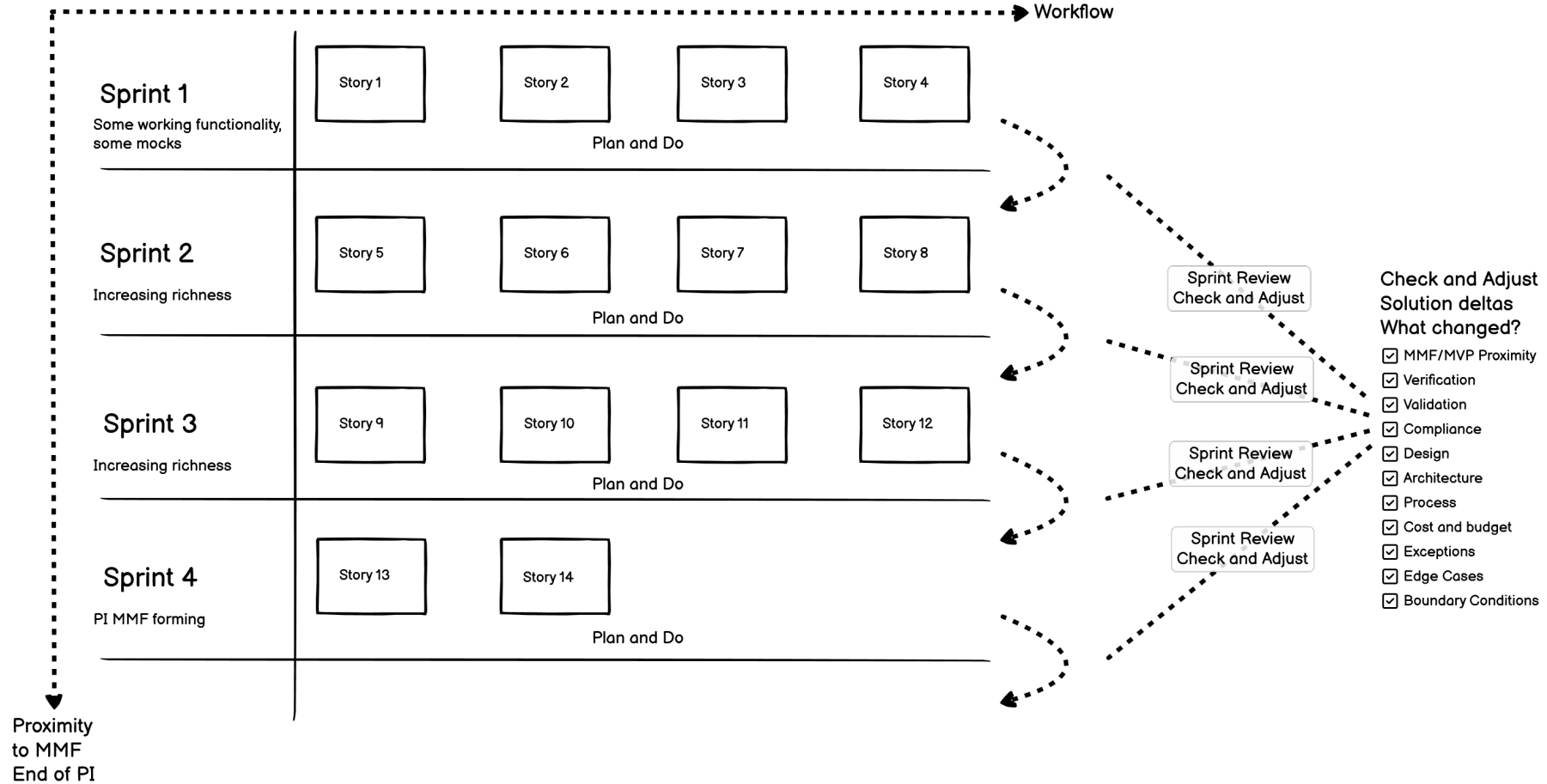1) Include Required External Test Data as part of Definition Of Ready

Telemetry
☑ MMF/MVP Proximity
☑ Verification
☑ Validation
☑ Compliance
☑ Design
☑ Architecture
☑ Process
☑ Cost and budget
☑ Exceptions
☑ Edge Cases
☑ Boundary Conditions

EXECUTING A STORY MAP

Story Map with Plan, Do, Check, Adjust (PDCA)

Workflow

Sprint 1
Some working functionality, some mocks

| Story 1 | Story 2 | Story 3 | Story 4 |

Plan and Do

Sprint 2
Increasing richness

| Story 5 | Story 6 | Story 7 | Story 8 |

Plan and Do

Sprint 3
Increasing richness

| Story 9 | Story 10 | Story 11 | Story 12 |

Plan and Do

Sprint 4
PI MMF forming

| Story 13 | Story 14 |

Plan and Do

Proximity
to MMF
End of PI

Sprint Review
Check and Adjust

Sprint Review
Check and Adjust

Sprint Review
Check and Adjust

Sprint Review
Check and Adjust

**Check and Adjust
Solution deltas
What changed?**

- ☑ MMF/MVP Proximity
- ☑ Verification
- ☑ Validation
- ☑ Compliance
- ☑ Design
- ☑ Architecture
- ☑ Process
- ☑ Cost and budget
- ☑ Exceptions
- ☑ Edge Cases
- ☑ Boundary Conditions

FINALLY...

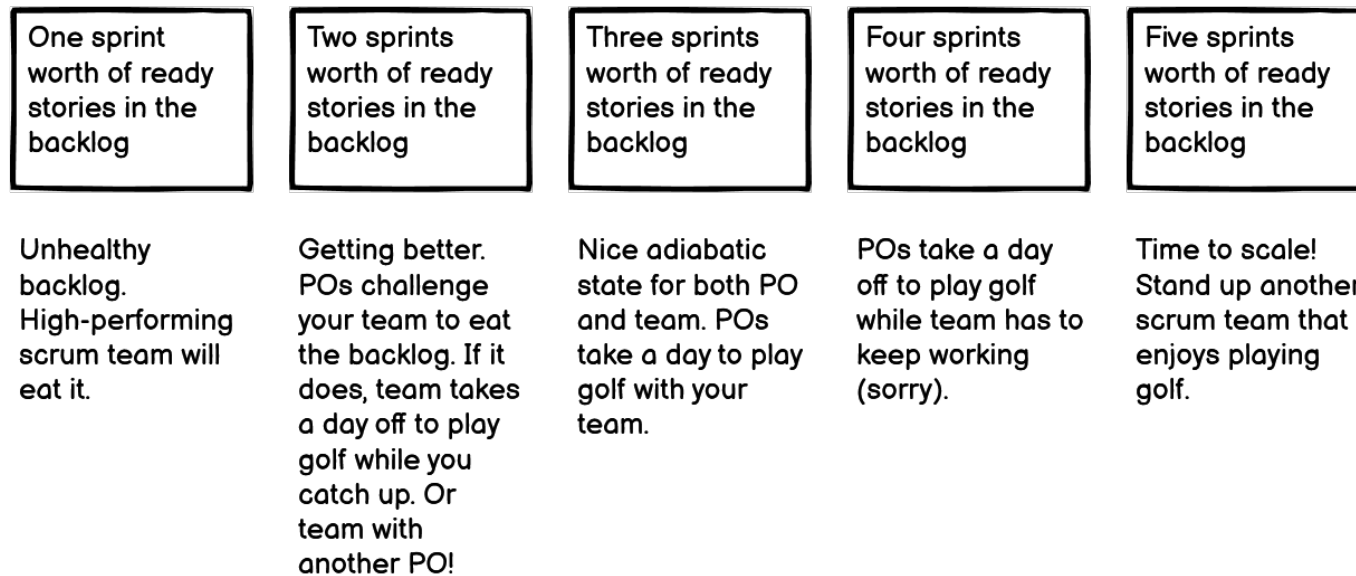## High Performing Product Owners and Scrum Teams and Golf - The Sweet Spot

One sprint worth of ready stories in the backlog	Two sprints worth of ready stories in the backlog	Three sprints worth of ready stories in the backlog	Four sprints worth of ready stories in the backlog	Five sprints worth of ready stories in the backlog
Unhealthy backlog. High-performing scrum team will eat it.	Getting better. POs challenge your team to eat the backlog. If it does, team takes a day off to play golf while you catch up. Or team with another PO!	Nice adiabatic state for both PO and team. POs take a day to play golf with your team.	POs take a day off to play golf while team has to keep working (sorry).	Time to scale! Stand up another scrum team that enjoys playing golf.

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