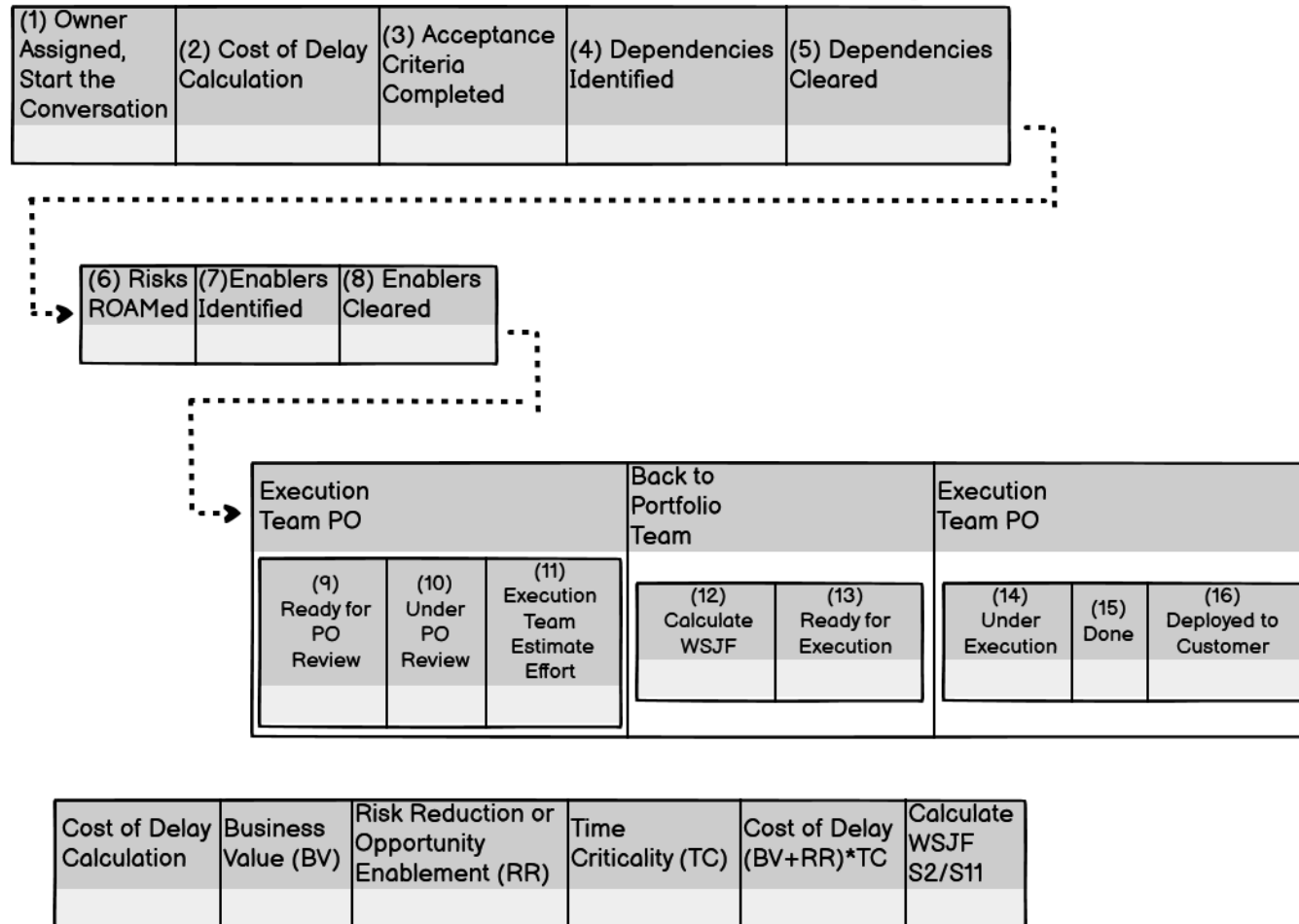


With Zero Shared Planning...

- Can your Product PO and Integration team answer the following questions at any time if asked?
 1. How many portfolio features are ready for Product PO review?
 2. How many portfolio features were reviewed and rejected by Product team PO?
 3. How many portfolio features are being executed on by Product team?
 4. What's average Integration team elaboration cycle time for a feature?
 5. What's average Product team execution cycle time for a feature?
 6. What is expedition average lead time for a feature?

Feature Conversation Flow

Figure 14.1



Product Team Working Agreements for Features

- Product team agrees to deliver updated release plan on a weekly basis. This includes recently accepted features. Integration team needs this plan to update Product Roadmap.
- Product team PO agrees to scan Portfolio Feature elaboration states, specifically “Needs Product PO Review,” and “Ready for Execution.”
- Product team PO is responsible for updating Feature states: “Under Prod PO Review”, “Prod Team Estimate Effort”, “Under Execution”, “Executed By Prod Team”, “Fully Deployed,” and “Product Team Cycle Time.”
- Product team PO agrees to update status with initials, beginning date of status, along with any additional information required by status, such as “Failed” for “Under Prod PO Review” and effort estimation points for “Prod Team Estimate Effort.”

Integration Team Working Agreements for Features

- Feature owner on Integration Team agrees to scan Feature statuses on regular basis, including "Failed" state recorded in "Under Prod PO Review" status.
- Feature Owner is responsible for updating Risks and Dependencies in Rally.
- If any Feature "Failed" Product PO review as indicated in "Under Prod PO Review," Integration Team agrees to iterate back over Feature until it passes Product PO review.
- Unless done in an agreed to manner, Integration Team will not change feature once it is in "Under Execution" status, as set by Product team PO.
- Integration Team Feature Owner will update all statuses as they are begun with initials and date except those statuses specified for Product team PO. Feature Owner controls flow.
- Integration Team should have at least 3 features in "Ready for Execution" status at all times. This is a mandatory WIP that should be regularly adjusted given Cycle Time and Lead Time data in table.

Integration Cycle Time (Ready for Execute Date - Owner Assigned Date)	Product Team Cycle Time (Ready for Deploy Date - Under Execution Date)	Feature Lead Time (Deployed Date - Owner Assigned Date)