Proposed workflow

Following SCRUM, trying to use KANBAN as well

1 Define products (maybe projects?)

The stakeholders define what they want, and why do they want it. From that, the owner should define a product (or rather a project?), being able to prioritize demand according to importance and taking dependency into account (relevant here?). Do a requirement list.

2 Set sprints (or boards more appropriately)

Instead of sprints defined in terms of time, do boards defined with objectives. From the whole backlog list (which exists), select those which will define the *sprint*. Defining deliverables is good as well.

IMPORTANT: Try to follow the plan.

3 Review

3.1 Daily

You could ask yourself:

- What did I do yesterday?

- What will I do today?

- What are my impedments?

3.2 Wraping up

At the end of a *sprint*, you should as yourself:

- From the objectives, what was achieved?

- What wasn't achieved?

More generaly, ask yourself why did some stuff worked, and why some stuff didn't. Ideally, this should hint at areas where improvements could be made.