Agile Project  
Management

**with Bob McGannon**

Course Outline  
Goal

* Employee satisfaction with meeting schedules
* Provide employee options when scheduling meeting

Agile is great for business changing or product benefit early

Characteristics of Agile projects

* 4-12 week sprints
* Fact to face
* Co locations
* Communication is critical

1.Envision stage deliverable

* Project charter
* Defined stakeholders
* Collaboration tools setup(Easy communication,track and report status

Facilitate joint feature development ,Push information out to team)

* Team norms
* 2.The speculate stage
* Feature-based delivery plan
* Estimates
* Risks to manage

3.The Explore stage

* Daily stand –up meetings
* 4.The Adapt Stage
* Pause and reflect
* Get feedback
* Fix things and move forward

**Directions: Use this course outline to take notes while you view the course.**

3. Agile projects have great potential to deliver \_\_\_\_\_\_\_\_\_\_\_\_\_ more quickly and efficiently.

2. Agile helps you make your project flexible enough to accommodate \_\_\_\_\_\_\_\_\_\_\_\_\_ from your management and customers.

1. Rapid \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ are the trademark of agile projects.

**Introduction/Welcome**

**Chapter 1. Understanding Agile Project Management**

01. What is agile project management?

* Management of scope is \_\_\_\_\_\_\_\_\_\_\_\_\_ based
* Value is presented to the client via \_\_\_\_\_\_\_\_\_\_\_\_\_, or small deliveries
* You produce deliverables via \_\_\_\_\_\_\_\_\_\_\_\_\_ chunks of work

1) Some notable characteristics of agile projects are:

2) Traditionally, the waterfall methodology consists of these 5 phases: \_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_\_\_.

3) The small chunks of work created in sprints benefit the business when needs are \_\_\_\_\_\_\_\_\_\_\_\_\_. The  agile process also provides \_\_\_\_\_\_\_\_\_\_\_\_\_ benefits early.

* Changing business \_\_\_\_\_\_\_\_\_\_\_\_\_
* Company \_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_ moves

4) Examples of non-IT projects where agile techniques are viable include:

5) Agile could be considered for any project with short \_\_\_\_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_\_\_ times.

* Co-\_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_-\_\_\_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_\_\_\_collaboration
* \_\_\_\_\_\_\_\_\_\_\_\_\_- \_\_\_\_\_\_\_\_\_\_\_\_\_ week sprints

6) Agile projects are typically structured with:



* Requirements changes \_\_\_\_\_\_\_\_\_\_\_\_\_ and accommodated
* \_\_\_\_\_\_\_\_\_\_\_\_\_ committed to agile
* A \_\_\_\_\_\_\_\_\_\_\_\_\_team
* A \_\_\_\_\_\_\_\_\_\_\_\_\_ schedule
* Understood \_\_\_\_\_\_\_\_\_\_\_\_\_
* An understood project \_\_\_\_\_\_\_\_\_\_\_\_\_
* A \_\_\_\_\_\_\_\_\_\_\_\_\_ for the end game

7) Fundamental environment elements that promote the success of agile projects include:

• \_\_\_\_\_\_\_\_\_\_\_\_\_ communication with stakeholders

02. Overview of the agile lifecycle

* Establish team \_\_\_\_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_\_\_
* Determine \_\_\_team\_\_\_\_\_\_\_\_\_\_ members
* Determine what you will \_\_\_\_\_\_\_\_\_\_\_\_\_

1) In the Envision stage, you:

* Team \_\_\_\_\_\_\_\_\_\_\_\_\_
* Set of \_\_\_\_\_\_\_\_\_\_\_\_\_ tools you will use
* Defined \_\_\_\_\_\_\_\_\_\_\_\_\_ list
* Project \_\_\_\_\_\_\_\_\_\_\_\_\_

2) Deliverables produced during the Envision stage typically include the:

* Your \_\_\_\_\_\_\_\_\_\_\_\_\_ to manage
* Feature \_\_\_\_\_\_\_\_\_\_\_\_\_
* A \_\_\_\_\_\_\_\_\_\_\_\_\_-based delivery plan

3) In the Speculate stage, you produce:

* \_\_\_\_\_\_\_\_\_\_\_\_\_ to be developed
* \_\_\_\_\_\_\_\_\_\_\_\_\_ for the sprint or project

4) Additional deliverables produced during the Speculate stage typically include:



* Risks by \_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_ estimates
* \_\_\_\_\_\_\_\_\_\_\_\_\_ interactions
* Peer \_\_\_\_\_\_\_\_\_\_\_\_\_
* Daily\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ meetings

5) In the Explore stage, you typically engage in:

* \_\_\_\_\_\_\_\_\_\_\_\_\_ of deliverables
* \_\_\_\_\_\_\_\_\_\_\_\_\_ things and move \_\_\_\_\_\_\_\_\_\_\_\_\_
* Get \_\_\_\_\_\_\_\_\_\_\_\_\_
* Pause and \_\_\_\_\_\_\_\_\_\_\_\_\_

6) In the Adopt stage, you strive to:

* Adjusting future \_\_\_\_\_\_\_\_\_\_\_\_\_ plans
* Capturing \_\_\_\_\_\_\_\_\_\_\_\_\_ learned
* \_\_\_\_\_\_\_\_\_\_\_\_\_ on performance
* Final review of \_\_\_\_\_\_\_\_\_\_\_\_\_

7) Typical activities during the Adopt stage include:

* \_\_\_\_\_\_\_\_\_\_\_\_\_ lessons learned
* Ensuring all \_\_\_\_\_\_\_\_\_\_\_\_\_ are completed

8) The Agile Close stage is not unlike traditional projects. Activities include:

03. The Envision Stage

1) The Envision phase provides the \_\_\_\_\_\_\_\_\_\_\_\_\_for the project.

2) The purpose of the project charter includes definitions of the:

* \_\_\_\_\_\_\_\_\_\_\_\_\_ for the project
* Target \_\_\_\_\_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_ vision
* Level of \_\_\_\_\_\_\_\_\_\_\_\_\_ given to the project manager
* Project \_\_\_\_\_\_\_\_\_\_\_\_\_ and their responsibilities



04. The Speculate Phase

* \_\_\_\_\_\_\_\_\_\_\_\_\_ course completions
* Enroll a \_\_\_\_\_\_\_\_\_\_\_\_\_in a course
* Display the shipping name and address on the \_\_\_\_\_\_\_\_\_\_\_\_\_
* Display the name and address of \_\_\_\_\_\_\_\_\_\_\_\_\_
* Calculate tax for \_\_\_\_\_\_\_\_\_\_\_\_\_ ordered

1) Examples of features include:

* Discuss \_\_\_\_\_\_\_\_\_\_\_\_\_ for a future project
* Add \_\_\_\_\_\_\_\_\_\_\_\_\_
* Ask \_\_\_\_\_\_\_\_\_\_\_\_\_
* Review and \_\_\_\_\_\_\_\_\_\_\_\_\_

2) With a complete set of features:

* Develop the Iteration, \_\_\_\_\_\_\_\_\_\_\_\_\_, and Release Plan
* Verify estimates are \_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_ the work effort

3) With agreed features:

* When features will be \_\_\_\_\_\_\_\_\_\_\_\_\_
* When features will be \_\_\_\_\_\_\_\_\_\_\_\_\_
* List all \_\_\_\_\_\_\_\_\_\_\_\_\_

4) The Iteration, Milestone, and Release Plan

05. The Explore Phase

1) The phase is about …

* Daily stand-up \_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_
* Not for \_\_\_\_\_\_\_\_\_\_\_\_\_ issues
* Any help needed to \_\_\_\_\_\_\_\_\_\_\_\_\_ work
* What is \_\_\_\_\_\_\_\_\_\_\_\_\_ for today
* What was \_\_\_\_\_\_\_\_\_\_\_\_\_ yesterday



2) The stand-up meeting:

* Ensure \_\_\_\_\_\_\_\_\_\_\_\_\_ are decreasing over time
* Remove \_\_\_\_\_\_\_\_\_\_\_\_\_
* Watch for \_\_\_\_\_\_\_\_\_\_\_\_\_
* An \_\_\_\_\_\_\_\_\_\_\_\_\_

3) The Project Manager at stand-ups

* Make \_\_\_\_\_\_\_\_\_\_\_\_\_ quickly
* Find out why any features are \_\_\_\_\_\_\_\_\_\_\_\_\_
* Use a feature \_\_\_\_\_\_\_\_\_\_\_\_\_
* Track \_\_\_\_\_\_\_\_\_\_\_\_\_

4) The Project Manager’s control mechanism

* End the \_\_\_\_\_\_\_\_\_\_\_\_\_ on time
* Maintain the \_\_\_\_\_\_\_\_\_\_\_\_\_schedule
* \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ is essential

5) Don’t let time get away

06. The Adapt and Close Phases

* Review the \_\_\_\_\_\_\_\_\_\_\_\_\_ with the customer
* Agree to \_\_\_\_\_\_\_\_\_\_\_\_\_
* Discuss what is and what is not \_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_ to your plan
* Review what has been \_\_\_\_\_\_\_\_\_\_\_\_\_

1) The Adapt phase:



* Validate \_\_\_\_\_\_\_\_\_\_\_\_\_ benefits
* \_\_\_\_\_\_\_\_\_\_\_\_\_ if working as expected
* Adding \_\_\_\_\_\_\_\_\_\_\_\_\_ , if essential
* Modifying \_\_\_\_\_\_\_\_\_\_\_\_\_
* Updating the \_\_\_\_\_\_\_\_\_\_\_\_\_ register
* Changing \_\_\_\_\_\_\_\_\_\_\_\_\_ members
* \_\_\_\_\_\_\_\_\_\_\_\_\_ the daily stand-up agenda
* \_\_\_\_\_\_\_\_\_\_\_\_\_ estimates
* Adjusting \_\_\_\_\_\_\_\_\_\_\_\_\_
* Adding or removing \_\_\_\_\_\_\_\_\_\_\_\_\_

2) Typical adjustments:

* Ensure business benefits are \_\_\_\_\_\_\_\_\_\_\_\_\_ and achieved
* Communicating the overall \_\_\_\_\_\_\_\_\_\_\_\_\_ results
* \_\_\_\_\_\_\_\_\_\_\_\_\_ people to other projects or work activities
* Reconciling \_\_\_\_\_\_\_\_\_\_\_\_\_
* Ensuring \_\_\_\_\_\_\_\_\_\_\_\_\_ are paid and payments are received

3) Close phase activities:

**Chapter 2: Envisioning – Project Selection and Design**

01. Selecting an Agile Project

* Can deliver \_\_\_\_\_\_\_\_\_\_\_\_\_ in pieces
* Independent \_\_\_\_\_\_\_\_\_\_\_\_\_ making
* Capable \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ are available
* \_\_\_\_\_\_\_\_\_\_\_\_\_ may evolve
* Need a \_\_\_\_\_\_\_\_\_\_\_\_\_ quickly

1) Characteristics of good agile projects



* Cannot deliver in \_\_\_\_\_\_\_\_\_\_\_\_\_
* Not ok to \_\_\_\_\_\_\_\_\_\_\_\_\_ the project
* Been \_\_\_\_\_\_\_\_\_\_\_\_\_ using other methods

2) Not a good agile candidate

02. Scoping the Project

* Easy to use \_\_\_\_\_\_\_\_\_\_\_\_\_ tool
* More detailed \_\_\_\_\_\_\_\_\_\_\_\_\_
* Executive \_\_\_\_\_\_\_\_\_\_\_\_\_ of the project

1) The Product Data Sheet

* \_\_\_\_\_\_\_\_\_\_\_\_\_ objectives
* Product \_\_\_\_\_\_\_\_\_\_\_\_\_

2) Typical contents of the Product Data Sheet include:

* \_\_\_\_\_\_\_\_\_\_\_\_\_ estimates
* Timeline
* Constraints
* \_\_\_\_\_\_\_\_\_\_\_\_\_
* Tools or \_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_ of people
* When \_\_\_\_\_\_\_\_\_\_\_\_\_ can or cannot occur
* \_\_\_\_\_\_\_\_\_\_\_\_\_ standards
* \_\_\_\_\_\_\_\_\_\_\_\_\_ date

3) Common constraints for the typical project include:

* Funding
* Confirm \_\_\_\_\_\_\_\_\_\_\_\_\_
* Describe \_\_\_\_\_\_\_\_\_\_\_\_\_ benefits

4) Client review of the PDS should:



03. The Sprint Structure

* \_\_\_\_\_\_\_\_\_\_\_\_\_ of the business
* \_\_\_\_\_\_\_\_\_\_\_\_\_ resources
* Available \_\_\_\_\_\_\_\_\_\_\_\_\_
* Business \_\_\_\_\_\_\_\_\_\_\_\_\_

1) Options for grouping features include:

* Small - \_\_\_\_ hours
* Medium - \_\_\_\_ hours
* Large - \_\_\_\_ hours

2) Examples for size estimate categories:

04. Deriving Your Risk Management

1) Agile risks should be:

* \_\_\_\_\_\_\_\_\_\_\_\_\_ by feature
* Assessed against \_\_\_\_\_\_\_\_\_\_\_\_\_
* Assigned
* Work on more difficult \_\_\_\_\_\_\_\_\_\_\_\_\_ in the second sprint
* Make the first \_\_\_\_\_\_\_\_\_\_\_\_\_ lower risk

2) Options for lowering overall risk include:

* Build the team’s \_\_\_\_\_\_\_\_\_\_\_\_\_
* Allow \_\_\_\_\_\_\_\_\_\_\_\_\_ to get used to agile
* Keep features \_\_\_\_\_\_\_\_\_\_\_\_\_

3) When agile practice is needed:

* Reduce features in \_\_\_\_\_\_\_\_\_\_\_\_\_ sprints
* Allow a \_\_\_\_\_\_\_\_\_\_\_\_\_ to develop
* Adjust the \_\_\_\_\_\_\_\_\_\_\_\_\_ of features

4) Other approaches to risk include:



**Chapter 3: Speculating – Guiding the Agile Project**

02. Designing Stand-Ups

* Standing keeps it sharp, \_\_\_\_\_\_\_\_\_\_\_\_\_ , and active
* Typically \_\_\_ minutes long
* Critical \_\_\_\_\_\_\_\_\_\_\_\_\_ sharing

1) The stand-up meetings characteristics:

* Assign a \_\_\_\_\_\_\_\_\_\_\_\_\_
* Change the \_\_\_\_\_\_\_\_\_\_\_\_\_
* Do not \_\_\_\_\_\_\_\_\_\_\_\_\_ the meeting

2) The Project Manager’s role in stand-ups:

* \_\_\_\_\_\_\_\_\_\_\_\_\_ is key
* Limit to \_\_\_\_\_\_\_\_\_\_\_\_\_ team members
* Do not \_\_\_\_\_\_\_\_\_\_\_\_\_ issues

3) During the stand-up meetings…

4) Items to observe during stand-ups:

* Anyone \_\_\_\_\_\_\_\_\_\_\_\_\_
* Common issues or \_\_\_\_\_\_\_\_\_\_\_\_\_ issues
* New \_\_\_\_\_\_\_\_\_\_\_\_\_
* Collaboration
* Keep positive \_\_\_\_\_\_\_\_\_\_\_\_\_
* Demonstrate \_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_ wins

5) To end the stand-ups on a positive note:

* \_\_\_\_\_\_\_\_\_\_\_\_\_ how the project is going
* \_\_\_\_\_\_\_\_\_\_\_\_\_ others

6) On a weekly basis…



* Open for \_\_\_\_\_\_\_\_\_\_\_\_\_
* Create \_\_\_\_\_\_\_\_\_\_\_\_\_

03. Controlling and Adjusting the Plan

• \_\_\_\_\_\_\_\_\_\_\_\_\_ list

1) Managing scope activities include:

* \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ current sprint
* Re-prioritizing
* Adjusting plans as needed to \_\_\_\_\_\_\_\_\_\_\_\_\_ velocity
* Understanding changes in \_\_\_\_\_\_\_\_\_\_\_\_\_
* Tracking against \_\_\_\_\_\_\_\_\_\_\_\_\_ rate
* Average \_\_\_\_\_\_\_\_\_\_\_\_\_ completed

2) Using “velocity” involves:

* Maximize \_\_\_\_\_\_\_\_\_\_\_\_\_
* Targets when to \_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_ status

3) The Burn Down Chart provides information including:

**Chapter 4: Exploring – Managing the Building Process**

01. Controlling without interfering the build

* Are \_\_\_\_\_\_\_\_\_\_\_\_\_ confused about the iterative approach?
* Has the customer been too busy to spend time with the\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_?
* Is the customer not \_\_\_\_\_\_\_\_\_\_\_\_\_ with the development team?

1) Items to investigate include:



02. Managing Constructive Collaboration

* \_\_\_\_\_\_\_\_\_\_\_\_\_ the work
* Plan the \_\_\_\_\_\_\_\_\_\_\_\_\_

1) Plan, do, check, adjust

* Corrective \_\_\_\_\_\_\_\_\_\_\_\_\_ if needed
* Verify
* Work the first \_\_\_\_\_\_\_\_\_\_\_\_\_ together
* Meet \_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_ at least once if possible
* Consider \_\_\_\_\_\_\_\_\_\_\_\_\_
* Enable \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ to information
* Provide additional \_\_\_\_\_\_\_\_\_\_\_\_\_

2) When co-location is not feasible:

* No \_\_\_\_\_\_\_\_\_\_\_\_\_ power
* Need support from those who \_\_\_\_\_\_\_\_\_\_\_\_\_
* Decision \_\_\_\_\_\_\_\_\_\_\_\_\_ needs to be understood
* Majority \_\_\_\_\_\_\_\_\_\_\_\_\_ are feasible
* Listen carefully to \_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_ to speak up
* Encourage \_\_\_\_\_\_\_\_\_\_\_\_\_ sharing

3) A potential framework for non-unanimous decision making involves:

03. Managing Issues and Risks

* Direct an \_\_\_\_\_\_\_\_\_\_\_\_\_ conversation
* Develop \_\_\_\_\_\_\_\_\_\_\_\_\_ to resolve
* \_\_\_\_\_\_\_\_\_\_\_\_\_ the team

1) Activities to consider when dealing with issues:



* \_\_\_\_\_\_\_\_\_\_\_\_\_ with pros and cons presented together
* Bring \_\_\_\_\_\_\_\_\_\_\_\_\_ to the table
* Address \_\_\_\_\_\_\_\_\_\_\_\_\_ directly
* Attack the \_\_\_\_\_\_\_\_\_\_\_\_\_

2) Healthy conflict involves:

* Ask for \_\_\_\_\_\_\_\_\_\_\_\_\_
* Provide \_\_\_\_\_\_\_\_\_\_\_\_\_
* Make it \_\_\_\_\_\_\_\_\_\_\_\_\_

3) When you need to make a decision:

* Allow \_\_\_\_\_\_\_\_\_\_\_\_\_
* Provide \_\_\_\_\_\_\_\_\_\_\_\_\_
* Make \_\_\_\_\_\_\_\_\_\_\_\_\_ area available
* \_\_\_\_\_\_\_\_\_\_\_\_\_ is critical

4) Evidence of a good working environment includes:

• About \_\_\_\_\_\_\_\_\_\_\_\_\_

5) Successful issue and risk management characteristics:

* \_\_\_\_\_\_\_\_\_\_\_\_\_ to resolve
* Providing clear \_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_

**Chapter 5: Adapting and Closing – Fine-Tuning to Deliver**

02. Accommodation Business Priority Changes

* Re-estimate when \_\_\_\_\_\_\_\_\_\_\_\_\_ are lost
* Advise business of \_\_\_\_\_\_\_\_\_\_\_\_\_
* Business \_\_\_\_\_\_\_\_\_\_\_\_\_ needs to be honored

1) Accommodation principles include:



* Enable \_\_\_\_\_\_\_\_\_\_\_ estimates
* Review any new \_\_\_\_\_\_\_\_\_\_\_\_
* Normal, but needs to be \_\_\_\_\_\_\_\_\_\_\_
* Requires \_\_\_\_\_\_\_\_\_\_\_\_\_

2) The rebuilding of features

04. Closing the Project

* Invite additional \_\_\_\_\_\_\_\_\_\_\_\_\_
* “A \_\_\_\_\_\_\_\_\_\_\_\_\_”
* Provide an overall \_\_\_\_\_\_\_\_\_\_\_\_\_

1) When starting the Close phase:

* You are out of \_\_\_\_\_\_\_\_\_\_\_\_\_
* You are out of \_\_\_\_\_\_\_\_\_\_\_\_\_ OR
* All features are \_\_\_\_\_\_\_\_\_\_\_\_\_ OR

2) Close phase begins when…

* A new project may be \_\_\_\_\_\_\_\_\_\_\_\_\_
* Are other \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ desired?
* Determine \_\_\_\_\_\_\_\_\_\_\_\_\_ of remaining features

3) If you did not complete all features:

* Provides an opportunity to discuss benefits and \_\_\_\_\_\_\_\_\_\_\_\_\_ points
* Recognizes \_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_ the project is over
* Provides \_\_\_\_\_\_\_\_\_\_\_\_\_

4) A team event at the end of the project is critical. It:

* People may be \_\_\_\_\_\_\_\_\_\_\_\_\_
* Potentially \_\_\_\_\_\_\_\_\_\_\_\_\_

5) The “people side” of project closure involves:



* Reflect on \_\_\_\_\_\_\_\_\_\_\_\_\_
* Focus on overall \_\_\_\_\_\_\_\_\_\_\_\_\_

**Chapter 6: Agile Tips and Tricks**

01. Spotting Signs of Trouble

• \_\_\_\_\_\_\_\_\_\_\_\_\_ features

1) Signs of trouble include:

* Features need \_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_ features
* Building \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ features
* \_\_\_\_\_\_\_\_\_\_\_\_\_
* Inaccurate \_\_\_\_\_\_\_\_\_\_\_\_\_ about business need
* \_\_\_\_\_\_\_\_\_\_\_\_\_ does not understand what you are building
* Not asking the \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

2) Typical root causes for problems include:

* Revise the product \_\_\_\_\_\_\_\_\_\_\_\_\_
* Conduct a \_\_\_\_\_\_\_\_\_\_\_\_\_ review

3) Potential actions for addressing root causes include:

* Project manager vs. team is the “\_\_\_\_\_\_\_\_\_\_\_\_\_”
* Using up project \_\_\_\_\_\_\_\_\_\_\_\_\_
* Team \_\_\_\_\_\_\_\_\_\_\_\_\_ issues

4) Other trouble indicators include:



02. Adjusting Your Management Techniques

* Move \_\_\_\_\_\_\_\_\_\_\_\_\_ thinking
* Focus on what is important to \_\_\_\_\_\_\_\_\_\_\_\_\_
* Expect \_\_\_\_\_\_\_\_\_\_\_\_\_

1) When trying agile for the first time:

* Support team \_\_\_\_\_\_\_\_\_\_\_\_\_
* Maintain \_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_ the business problem

2) Typical management priorities for projects include:

* \_\_\_\_\_\_\_\_\_\_\_\_\_ management
* \_\_\_\_\_\_\_\_\_\_\_\_\_ management
* \_\_\_\_\_\_\_\_\_\_\_\_\_ management

3) Maintaining control of the project involves:

* Letting them \_\_\_\_\_\_\_\_\_\_\_\_\_ as they go
* \_\_\_\_\_\_\_\_\_\_\_\_\_ with repeated success
* Delivering \_\_\_\_\_\_\_\_\_\_\_\_\_ quickly
* Sharing \_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_ skills

4) Team morale drivers include:

