

# Planning Poker Facilitator Tips

## Introduction

A facilitator plays a key role in ensuring Planning Poker sessions are productive, collaborative, and focused on generating useful estimates. These tips help facilitators run smooth sessions.

## Preparation

- Ensure user stories are clear, concise, and ready for estimation.
- Choose the estimation scale appropriate for the team (Fibonacci, T-shirt sizes, etc.).
- Set expectations for session length and agenda.

## During the Session

- Encourage participation from all team members.
- Prevent anchoring bias by ensuring votes are revealed simultaneously.
- Facilitate discussions when estimates differ significantly.
- Keep discussions focused on scope, complexity, and risk.

## Best Practices

- Timebox story discussions to maintain momentum.
- Summarize key points before moving to the next story.
- Capture agreed estimates immediately in the backlog tool.
- Adapt facilitation style based on team maturity and dynamics.

## Conclusion

Facilitators help teams reach consensus efficiently while fostering open communication. With preparation, structure, and flexibility, Planning Poker sessions become a cornerstone of effective agile estimation.