

Task II: Onboard the Team

WorldVistz Agile Onboarding

What is Agile ?

- Started in 2001 with its manifesto
- Originally made for software development
- Agile is an iterative approach to project management
- It consists of various methodologies based on flexibility, transparency, quality, adaptability and continuous improvement



Why Agile ?

- Data indicates that projects using Agile are 28% more successful
 - Almost 71% of organizations use Agile with varying frequencies
 - Shorten development cycles
 - Focus on business value of developed product
 - Allow testing concurrently
 - Allow changes in project development requirements simultaneously
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Optimal Framework for WorldVistz

We need first to consider the following challenges:

- Current detailed requirements and specifications document has an 18 months' estimate for project delivery
 - Current lack of knowledge transfer between team members
 - Not adhering to coding standards
 - Lack of trust and camaraderie between the offshore and onshore resources
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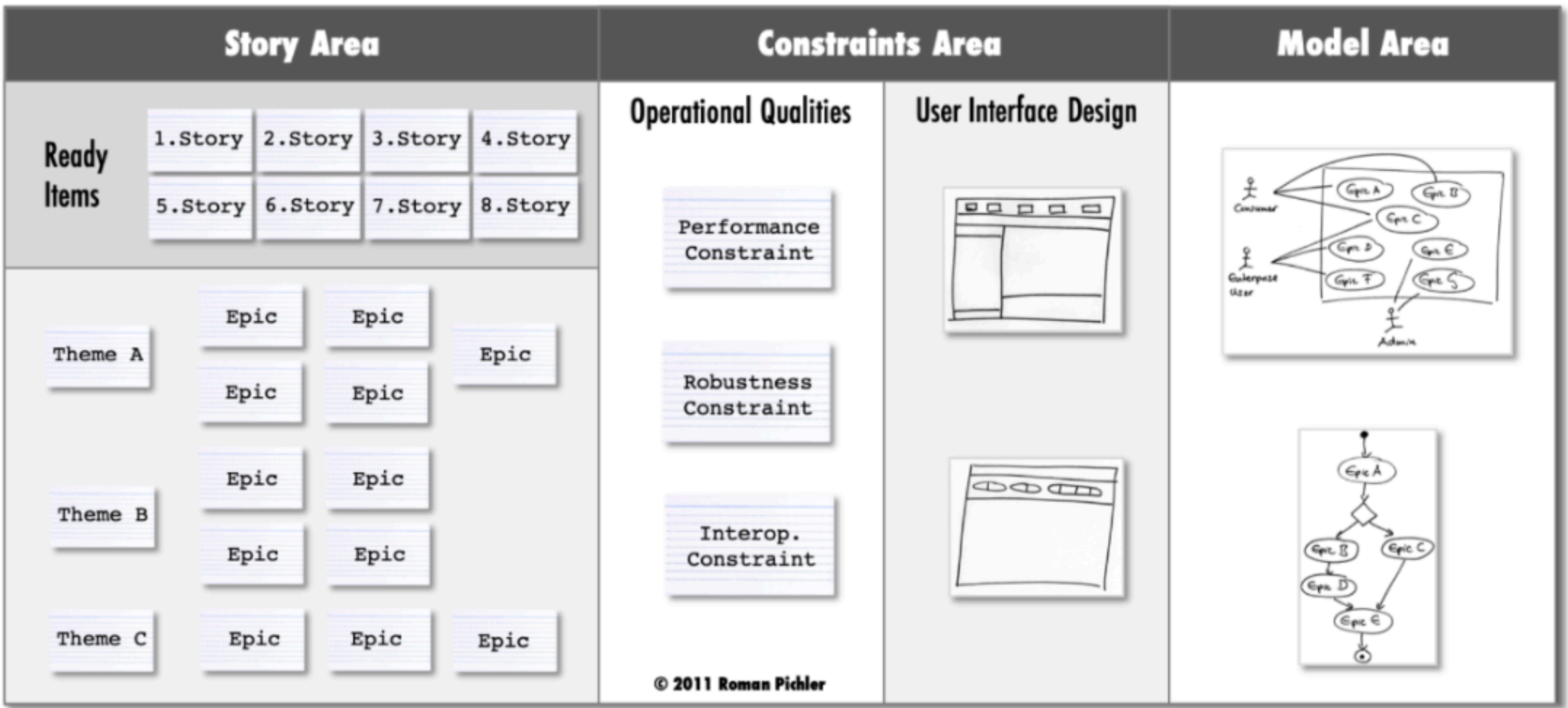
Optimal Framework for WorldVisitz

Our suggestion is using Scrum because:

- Collaboration and Communication: with Scrum, team members will be engaged in many cross-functional tasks. Higher frequency of communication can enhance understanding between them.
 - Software Quality: numeral iterations, we will be having continuous improvements on the code.
 - Lower Risk and Customer satisfaction: introducing customers to test the application and making changes according to their feedback.
 - Effective Work Procedures: Product owner will take responsibility of development with daily standup reduce chance of the inefficient work procedure.
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Information Radiators Recommendation

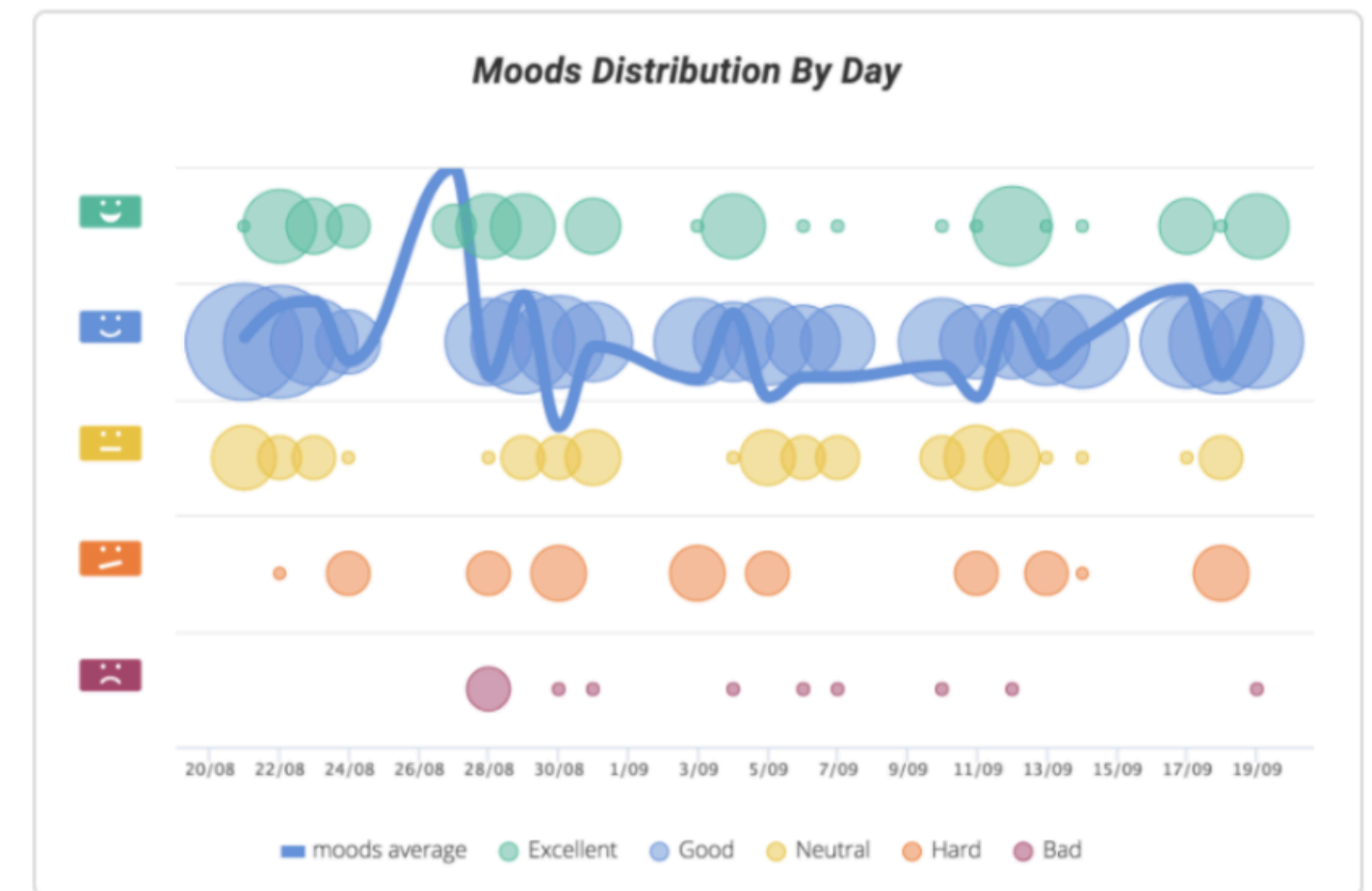
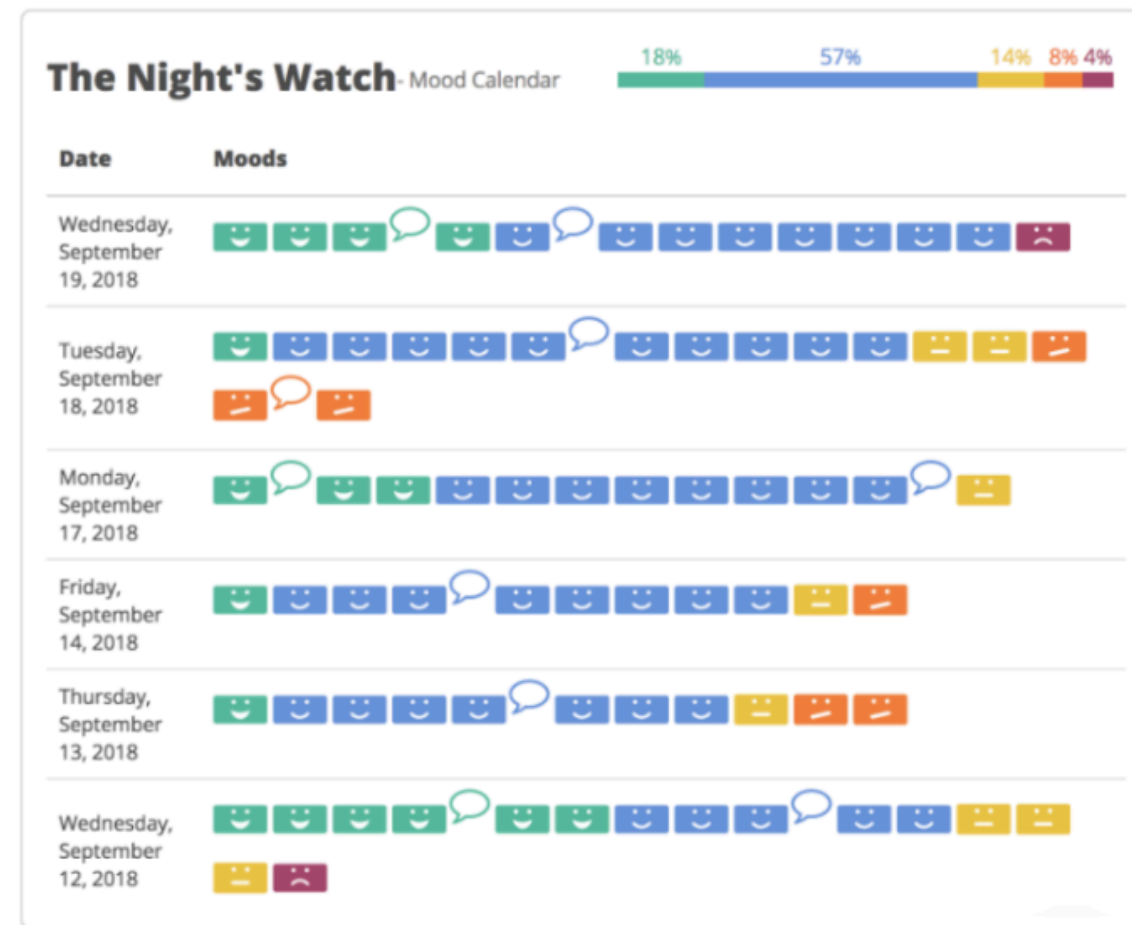
- We suggest using Backlogs:
- Deliver Values
 - Product Owner's responsibility
 - Track Progress



Information Radiators Recommendation

We suggest using Sprint Retrospective - TEAMMOOD:

- Uncover Hidden issues
- Clear picture of which actions need to be taken
- Open up conversations



Cermonies

	Description	Agenda	Frequency
Project Vision	Elaborate the mobile app that the team is intended to achieve	discuss project goal and outline the project vision.	Once per project
Daily Stand Up	Create plan for the next 24 hours	Discuss three questions: What did I do ? What I plan to do ? What	15 mins daily, early morning
Sprint Planning	Plan work to be done in the sprint	With Agile Team, PO and Scrum Master we discuss work done in	1 hour every week
Sprint Demo/Review	Generate feedback	Discuss opportunities for improvements	Within 4 hours for one-month sprint
Sprint Retrospective	Inspect performance during sprint	Discuss what went well and also discuss opportunities for improvements	3 hours for one-month sprint
Release Planning	Define when a collection of functionality will be delievered	Discuss critical date and milestones	On releases only, time-boxed to 20 minutes

Role assignments

- **Jane Doe — Scrum Master**

- Help the team and the WorldVisitz understand Scrum theory and practices and advise scrum implementations within the organization
 - Help team to focus on creating high-value increments that meet the Definition of Done
 - She focuses on the scope to be delivered, which help reduce the low-value works in the team
 - Help find techniques for effective Product Goal definition and Product Backlog management
 - Help team understand the need for clear product Backlog items
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Role assignments

- **John Smith — Serum Master**

- John has more experience in market research, so he will have more business insights to the application and market/customer feedbacks.
 - Facilitate stakeholder collaboration as requested or needed
 - Help the Scrum Team understand the need for clear and concise Product Backlog items
 - Arrange Sprint Demo for the Scrum team
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Role assignments

- **Venkat Ragu and Ali Khan — Developers - Product Owners**
 - They are accountable for Product backlog management
 - Developing and explicitly communicating the Product Goal
 - Creating and clearly communicating Product Backlog items
 - Ordering Product Backlog items, Ensuring that the Product Backlog is transparent, visible and understood to the two onshore developers
 - They may delegate the responsibility to other developers
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Role assignments

- **Jerry Holden — Business Analyst - Product Owners**
 - He will be responsible for the similar things as the developers Product Owners do, but his focus is on business rather than software development.
 - **Olly Vogt — Subject-matter Expert - Agile Team Member**
 - Provide supports including opinions and guidance to PO.
 - **Kathy Qualls — Tester - Agile Team Member**
 - Do the testing for the development team
 - **James Cowx — UX Designer - Agile Team Member**
 - Implement the UX requirements based on interval requirements or external feedbacks.
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Skill Gaps

1. Follow Waterfall Development Process
 2. Rigid Structure
 3. Lack Agile Development Knowledge
 4. Poor Communication
 5. Lack Collaboration
 6. No Evidence of Iteration
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Team Training

Jane Doe - Scrum Master

As Jane tends to plan the work out primarily herself, I need to point out that her advantage (focusing on the scope to be delivered) and tell her that she will be the Scrum Master. She will manage and coordinate with the whole team. Cross-team works are musts, so she needs to learn to plan or adjust plans for others.

John Smith - Scrum Master

John has been detached from the developers by process department and facility boundaries, which goes against the principle of cross-functional. He is good at marketing stuff, but team-work delivers higher value. He is encouraged to talk with business analyst and tester to get more feedback/information to facilitate the whole project.

Team Training

Development Team

From the limited information I have about the development team, the developers should be presenting every time when assigning tasks. Information transparency can reduce the chance of misunderstanding and increase the trust in the team.

Another improvement is to employ pair programming, there is a research shows that pair programming between a senior and a not senior programmers can boost knowledge transfer.

Kathy Qualls — Tester

The testing job can be conducted in the MVP manner, which means she can begin the test when there are Minimal Viable Product(programs). Another task for Kathy is to making a coding standard, any program that does not follow the standard will not pass the tests.

Team Training

Jerry Holden — Business Analyst

He should be more flexible and open-minded, because he freezes the requirements early on without getting much feedback. During iteration period, requirements may change constantly. It is impractical to freeze the requirements. Besides, feedback from customers is vital. How can we ignore the voice from customers?

Olly Vogt — Subject-matter Expert

He likes one-on-one interview. I think this is more productive than group interview. Another task for Kathy is to making a coding standard, any program that does not follow the standard will not pass the tests.

James Cowx — UX Designer

He can be more proactive in seeking feedback from other departments rather than just waiting.
