Project Planning – 5 levels

|  |  |
| --- | --- |
| Levels | PP.SP 1.1 Estimate the Scope of the Project |
| 1 | No wbs , epics, backlog items |
| 2 | Existence of a few backlog items less than 5 |
| 3 | At least one epic with backlog items |
| 4 | Several epics with several backlog items each |
| 5 | WBS defined, epics with backlog items(user story, task, …) associated |
|  |  |
|  |  |
| Levels | PP.SP 1.2 Establish Estimates of Work Product and Task Attributes |
| 1 | No estimates |
| 2 | Estimates directly in effort |
| 3 | Estimates in size or complexity (story points) (less than 1/2) |
| 4 | Most items estimated (+ 2/3) |
| 5 | All items estimated in size or complexity |
|  |  |
|  |  |
| Levels | PP.SP 1.3 Define Project Lifecycle Phases |
| 1 | No iterations defined |
| 2 | One iteration |
| 3 | Several iterations without explicit phases |
| 4 | Several iterations with just one phase |
| 5 | All iterations related with process phases |
|  |  |
|  |  |
| Levels | PP.SP 1.4 Estimate Effort and Cost |
| 1 | No estimates found |
| 2 | A few task effort estimated |
| 3 | Most task effort estimated |
| 4 | All task have effort estimated (directly or derived from points and velocity) |
| 5 | All task have effort estimated (directly or derived from points and velocity) and project costs are estimated |

|  |  |
| --- | --- |
| Levels | PP.SP 2.1 Establish the Budget and Schedule |
| 1 | No budget or releases |
| 2 | Budget |
| 3 | Releases |
| 4 | Budget + Releases |
| 5 | Budget + Releases plan + next iteration plan |
|  |  |
|  |  |
| Levels | PP.SP 2.2 Identify Project Risks |
| 1 | No risk identified |
| 2 | One risk identified |
| 3 | Several risks identified |
| 4 | Risks identified and quantified |
| 5 | Risks identified and quantified with actions |
|  |  |
|  |  |
| Levels | PP.SP 2.3 Plan Data Management |
| Yes | Existence of a page on scraim wiki module to manage data as forms of documentation |
| No |
|  |
|  |
|  |
|  |  |
|  |  |
| Levels | PP.SP 2.4 Plan the Project’s Resources |
| Yes | Existence of a page on scraim wiki module to explain the project resources and needs as labor, equipment, materials, methods |
| No |
|  |
|  |
|  |
|  |  |
|  |  |
| Levels | PP.SP 2.5 Plan Needed Knowledge and Skills |
| Yes | Existence of a page on scraim wiki module to explain the needed knowledge and skills. |
| No |
|  |
|  |
|  |
|  |  |
|  | Use of an template meeting name |
| Levels | PP.SP 2.6 Plan Stakeholder Involvement |
| 1 | No stakeholder involvement |
| 2 | Existence of an account of the type customer |
| 3 | No existence of account but periodic meetings with customer |
| 4 | Existence of periodic meetings in planning with the customer |
| 5 | Existence of an group with the customer attached to meetings |
|  |  |
|  |  |
| Levels | PP.SP 2.7 Establish the Project Plan |
| Yes | Existence of a page on scraim with the project plan or an document with an template name. |
| No |
|  |
|  |
|  |

|  |  |
| --- | --- |
| Levels | PP.SP 3.1 Review Plans That Affect the Project |
| Yes | The project plan document was updated more than one time |
| No |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Levels | PP.SP 3.2 Reconcile Work and Resource Levels |
| Yes | Calendar updated and organized |
| No |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Levels | PP.SP 3.3 Obtain Plan Commitment |
| Yes | Existence of the project plan documentation and the kick-off meeting |
| No |  |
|  |  |
|  |  |
|  |  |

Project Monitoring and Control – 5 levels

|  |  |
| --- | --- |
| Levels | PMC.SP 1.1 Monitor Project Planning Parameters |
| 5 | With the use of scraim is satisfied: typical indicators of project progress and performance and include attributes of work products and tasks, costs, effort, and schedule. |
|
|
|
|
|  |  |
|  |  |
| Levels | PMC.SP 1.2 Monitor Commitments |
| 1 | No meetings created on Scraim |
| 2 | Existence of one meeting created |
| 3 | At most 3 meetings |
| 4 | At most 5 meetings |
| 5 | More than 5 meeings created |
|  |  |
|  |  |
| Levels | PMC.SP 1.3 Monitor Project Risks |
| 1 | No risk identified |
| 2 | One risk identified |
| 3 | Several risks identified |
| 4 | Risks identified and quantified |
| 5 | Risks identified and quantified with actions |
|  |  |
|  |  |
| Levels | PMC.SP 1.4 Monitor Data Management |
| Yes | Existence of a page on scraim wiki module to manage data as forms of documentation |
| No |
|  |
|  |
|  |
|  |  |
|  |  |
| Levels | PMC.SP 1.5 Monitor Stakeholder Involvement |
| 1 | No stakeholder involvement |
| 2 | Existence of an account of the type customer |
| 3 | No existence of account but periodic meetings with customer |
| 4 | Existence of periodic meetings in planning with the customer |
| 5 | Existence of an group with the customer attached to meetings |
|  |  |
|  |  |
| Levels | PMC.SP 1.6 Conduct Progress Reviews |
| 5 | With the use of scraim is satisfied: burndown-chart |
|
|
|
|
|  |  |
|  |  |
| Levels | PMC.SP 1.7 Conduct Milestone Reviews |
| 1 | No budget or releases |
| 2 | Budget |
| 3 | Releases |
| 4 | Budget + Releases |
| 5 | Budget + Releases plan + next iteration plan |

|  |  |
| --- | --- |
| Levels | PMC.SP 2.1 Analyze Issues |
| 1 | No defects or bugs reported |
| 2 | At least one bug or one defect reported |
| 3 | One bug and one defect reported |
| 4 | At most 5 bugs and defects reported |
| 5 | More than 5 bugs and defects reported |
|  |  |
|  |  |
| Levels | PMC.SP 2.2 Take Corrective Action |
| Yes | Status of bug or defect changed and progressing |
| No |
|  |
|  |
|  |
|  |  |
|  |  |
| Levels | PMC.SP 2.3 Manage Corrective Actions |
| Yes | Status of bug or defect changed and progressing |
| No |
|  |
|  |
|  |

Requirements Management – 5 levels

|  |  |
| --- | --- |
| Levels | REQM.SP 1.1 Understand Requirements |
| 5 | Use of the given templates |
|
|
|
|
|  |  |
|  |  |
| Levels | REQM.SP 1.2 Obtain Commitment to Requirements |
| Yes | Existence of a kick-off meeting and project plan updated |
| No |
|  |
|  |
|  |
|  |  |
|  |  |
| Levels | REQM.SP 1.3 Manage Requirements Changes |
| Yes | Track changes on Scraim interface |
| No | Lookup history of issues |
|  | Track impact |
|  |  |
|  |  |
|  |  |
|  |  |
| Levels | REQM.SP 1.4 Maintain Bidirectional Traceability of Requirements |
| Yes | Related issues, use of test cases module |
| No |
|  |
|  |
|  |
|  |  |
|  |  |
| Levels | REQM.SP 1.5 Ensure Alignment Between Project Work and Requirements |
| Yes | Status of bug or defect changed and progressing and impediments |
| No |
|  |
|  |
|  |

Project Planning – 4 levels

|  |  |
| --- | --- |
| Levels | PP.SP 1.1 Estimate the Scope of the Project |
| 1 | No wbs , epics, backlog items |
| 2 | Existence of a few backlog items less than 5 |
| 3 | Several epics with several backlog items each |
| 4 | WBS defined, epics with backlog items(user story, task, …) associated |
|  |  |
|  |  |
| Levels | PP.SP 1.2 Establish Estimates of Work Product and Task Attributes |
| 1 | No estimates |
| 2 | Estimates in size or complexity (story points) (less than 1/2) |
| 3 | Most items estimated (+ 2/3) |
| 4 | All items estimated in size or complexity |
|  |  |
|  |  |
| Levels | PP.SP 1.3 Define Project Lifecycle Phases |
| 1 | No iterations defined |
| 2 | One iteration |
| 3 | Several iterations with just one phase |
| 4 | All iterations related with process phases |
|  |  |
| Levels | PP.SP 1.4 Estimate Effort and Cost |
| 1 | No estimates found |
| 2 | A few task effort estimated |
| 3 | Most task effort estimated |
| 4 | All task have effort estimated (directly or derived from points and velocity) and project costs are estimated |
|  |  |
|  |  |
| Levels | PP.SP 2.1 Establish the Budget and Schedule |
| 1 | No budget or releases |
| 2 | Budget |
| 3 | Budget + Releases |
| 4 | Budget + Releases plan + next iteration plan |
|  |  |
|  |  |
| Levels | PP.SP 2.2 Identify Project Risks |
| 1 | No risk identified |
| 2 | One risk identified |
| 3 | Several risks identified |
| 4 | Risks identified and quantified |
|  |  |
|  |  |
| Levels | PP.SP 2.3 Plan Data Management |
| Yes | Existence of a page on scraim wiki module to manage data as forms of documentation |
| No |
|  |
|  |
|  |
|  |  |
|  |  |
| Levels | PP.SP 2.4 Plan the Project’s Resources |
| Yes | Existence of a page on scraim wiki module to explain the project resources and needs as labor, equipment, materials, methods |
| No |
|  |
|  |
|  |
|  |  |
|  |  |
| Levels | PP.SP 2.5 Plan Needed Knowledge and Skills |
| Yes | Existence of a page on scraim wiki module to explain the needed knowledge and skills. |
| No |
|  |
|  |
|  |
|  |  |
|  | Use of an template meeting name |
| Levels | PP.SP 2.6 Plan Stakeholder Involvement |
| 1 | No stakeholder involvement |
| 2 | Existence of an account of the type customer |
| 3 | No existence of account but periodic meetings with customer |
| 4 | Existence of an group with the customer attached to meetings |
|  |  |
|  |  |
| Levels | PP.SP 2.7 Establish the Project Plan |
| Yes | Existence of a page on scraim with the project plan or an document with an template name. |
| No |
|  |
|  |
|  |
|  |  |

|  |  |
| --- | --- |
|  |  |
| Levels | PP.SP 3.1 Review Plans That Affect the Project |
| Yes | The project plan document was updated more than one time |
| No |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Levels | PP.SP 3.2 Reconcile Work and Resource Levels |
| Yes | Calendar updated and organized |
| No |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Levels | PP.SP 3.3 Obtain Plan Commitment |
| Yes | Existence of the project plan documentation and the kick-off meeting |
| No |  |
|  |  |
|  |  |
|  |  |
|  |  |

Project Monitoring and Control – 4 levels

|  |  |
| --- | --- |
| Levels | PMC.SP 1.1 Monitor Project Planning Parameters |
| 4 | With the use of scraim is satisfied: typical indicators of project progress and performance and include attributes of work products and tasks, costs, effort, and schedule. |
|
|
|
|
|  |  |
|  |  |
| Levels | PMC.SP 1.2 Monitor Commitments |
| 1 | No meetings created on Scraim |
| 2 | Existence of one meeting created |
| 3 | At most 3 meetings |
| 4 | More than 5 meeings created |
|  |  |
|  |  |
| Levels | PMC.SP 1.3 Monitor Project Risks |
| 1 | No risk identified |
| 2 | One risk identified |
| 3 | Several risks identified |
| 4 | Risks identified and quantified |
|  |  |
|  |  |
| Levels | PMC.SP 1.4 Monitor Data Management |
| Yes | Existence of a page on scraim wiki module to manage data as forms of documentation |
| No |
|  |
|  |
|  |
|  |  |
|  |  |
| Levels | PMC.SP 1.5 Monitor Stakeholder Involvement |
| 1 | No stakeholder involvement |
| 2 | Existence of an account of the type customer |
| 3 | No existence of account but periodic meetings with customer |
| 4 | Existence of an group with the customer attached to meetings |

|  |  |
| --- | --- |
|  |  |
|  |  |
| Levels | PMC.SP 1.6 Conduct Progress Reviews |
| 4 | With the use of scraim is satisfied: burndown-chart |
|
|
|
|
|  |  |
|  |  |
| Levels | PMC.SP 1.7 Conduct Milestone Reviews |
| 1 | No budget or releases |
| 2 | Budget |
| 3 | Budget + Releases |
| 4 | Budget + Releases plan + next iteration plan |
|  |  |
|  |  |
| Levels | PMC.SP 2.1 Analyze Issues |
| 1 | No defects or bugs reported |
| 2 | At least one bug or one defect reported |
| 3 | One bug and one defect reported |
| 4 | More than 5 bugs and defects reported |
|  |  |
|  |  |
| Levels | PMC.SP 2.2 Take Corrective Action |
| Yes | Status of bug or defect changed and progressing |
| No |
|  |
|  |
|  |
|  |  |
|  |  |
| Levels | PMC.SP 2.3 Manage Corrective Actions |
| Yes | Status of bug or defect changed and progressing |
| No |
|  |
|  |
|  |

Requirements Management – 4 levels

|  |  |
| --- | --- |
| Levels | REQM.SP 1.2 Obtain Commitment to Requirements |
| Yes | Existence of a kick-off meeting and project plan updated |
| No |
|  |
|  |
|  |
|  |  |
|  |  |
| Levels | REQM.SP 1.3 Manage Requirements Changes |
| Yes | Track changes on Scraim interface |
| No | Lookup history of issues |
|  | Track impact |
|  |  |
|  |  |
|  |  |
|  |  |
| Levels | REQM.SP 1.4 Maintain Bidirectional Traceability of Requirements |
| Yes | Related issues, use of test cases module |
| No |
|  |
|  |
|  |
|  |  |
|  |  |
| Levels | REQM.SP 1.5 Ensure Alignment Between Project Work and Requirements |
| Yes | Status of bug or defect changed and progressing and impediments |
| No |
|  |
|  |
|  |