



DAILY STAND-UP *Words of Wisdom*

You Must Do Daily Stand-up!

“Stand-up occurs with or without you.”

Same time every day

“Do stand-ups every day at same hour.”

“Same time. Same place. Same people. Same questions.”

“Use Stand-up to start the day.”

“Reminder appears on Slack for everyone 5 minutes before 10.”

“If you're late to the scrum, you're the last person in the standup queue.”

“The use of a penalty jar for any team member that is late.”

Stand up!

“Standing is still important. Standing keeps the blood pumping and it breaks the schema of what I meeting typically is. Sit down meetings happen at a slower pace. Standing is also healthier. The kind of people who do agile are the kind of people with jobs that are fairly sedentary.”

“I vote for standing during the standup... even for those that may be working on remote teams. Standing is the friend of short stand ups. It helps to keep the meeting focused, efficient and effective because the alternative is standing for more than 15 minutes. The additional blood flow to the body also helps with a more energetic standup.”

“I think standing is crucial for a successful daily [Stand-up]. Sitting down meetings tend to drag out on time, not because it is needed, but because people tend to chat about. I think it is specially important if you are a social group or you have a few chatty team-members, nothing wrong with that, just not on the daily meeting. I also think it tends to keep people focused. If you stand up it usually means you don't have a table around, which means you can't bring your laptop, which also means that you can't code or surf. It forces you to be more active in the meeting. I've been in many meetings where people bring their laptops and kind of tune out of the meeting.”

Follow a system

ROUND ROBIN

“Use the 3 question paradigm for more efficiency (Yesterday-Today-Obstacles)”

“Only 1 person speaks at a time.”

“Use a makeshift baton or something resembling a microphone to indicate to the team that only that person should be speaking.”

WALK THE BOARD

“Focus on Items / Issues [...] via walking the board. (Story-focused stand-up.)”

“Always focus on high priority items first in the same column.”

Keep it short and focused

“Don't take more than 10 minutes.”

“You are allowed to question everyone about everything as long as answers are short.”

“Treat blocking items or obstacles with a little more depth (regarding ways of resolution).”

Take it offline

“You are allowed to question everyone about everything as long as answers are short. Else take the discussion outside the scrum.”

“Problem-solving should take place afterwards but not during the meeting.”

“Raise your hand if you think the topic should be moved to an offline meeting.”

“The ScrumMaster needs to know when to halt a team member turning their discussion into an in depth update.”

“Use a "Parking Lot" on a whiteboard to jot down discussions that require members to stay behind after the daily scrum to discuss further.”

Control the Guest List

“Everyone in the team should attend daily scrum. Visits are welcome to join and participate. Involve as many stakeholders as needed to keep a pig picture point of view (marketing, sales, design, etc)”

“Involve as many stakeholders as needed to keep a big picture point of view (marketing, sales, design, etc)”

“StakeHolders involvement is also a plus but I feel it has to be managed wisely. It might give counter-results if not carefully calculated.”

“I believe in involving the scrum team *only* - unless there is a really good reason to include others.”

“Only the core team contributes to the daily scrum, any other interested stakeholder can attend, but acting in a spectator capacity only”

Team norms

“Give team members who are not needed for further discussion the ability to decide to leave if they prefer as that gives them a sense of value to their time.

“Everyone leaves together.”

“Team members need to respect each other’s conversation, they shouldn’t start playing with their phone or leave the daily scrum once they have given their update.”

“If you break any of the rules, coffee rounds are on you.”

Mix it up

“Make it creative, improvised and fun.”

“Alternate between person by person [and] story by story.”

Mindset

“There should be always one person asking: how can we (as a team) help you?”



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