

# WorldVisitz Mobile Application Agile Delivery Launch

Agile Onboarding - Presentation for the  
Agile Team

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# Onboarding the Team

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# Agile Benefits for the Team

Benefit	What It Means for the Team
Clear Priorities	Team always knows what's most important, reducing confusion and context switching
Faster Feedback	Developers, testers, and designers get early and regular feedback from stakeholders
Shared Ownership	Cross-functional teams share responsibility and decision-making, boosting morale
Predictable Workload	Time-boxed sprints help prevent burnout and support sustainable pace
Continuous Learning	Retrospectives, pair programming, and reviews enable skill growth and team maturity
Collaboration & Transparency	Daily standups and backlog visibility ensure everyone is aligned
Recognition of Contributions	Regular demos let team members showcase their work and feel valued

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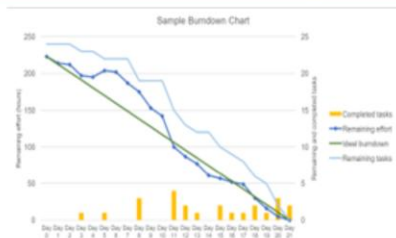
Agile empowers the team—not just to deliver faster, but to **own their work, collaborate more deeply, and grow professionally**. In the WorldVistz context, where developers are split across time zones, Agile will help **break down silos, build trust**, and foster a more **collaborative, efficient, and motivated team** environment.

# Agile Practice

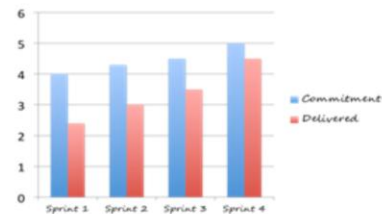
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# Recommendations for Information Radiators

Radiator	Visual Example	Value Proposition (Why It's Helpful)
1. Sprint Burndown Chart	Line graph showing work remaining over days in sprint	<ul style="list-style-type: none"> <li>- Tracks progress against sprint goals</li> <li>- Highlights risks early (e.g., scope creep, delays)</li> <li>- Keeps team focused on completion</li> </ul>
2. Velocity Chart	Bar chart showing story points completed per sprint	<ul style="list-style-type: none"> <li>- Measures team performance over time</li> <li>- Helps forecast future sprint capacity</li> <li>- Useful for sprint planning &amp; stakeholder trust</li> </ul>



Burndown Chart



Velocity Chart

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Our recommendation is a Burndown or Velocity chart. This radiator gives a quantitative picture of how the team is progressing toward completing the sprint goal. It shows if we're on track, ahead, or behind. It also helps in forecasting and planning future sprints more realistically. For stakeholders, it's a powerful visual that communicates progress at a glance

# Ceremony Schedule & Each Agenda

Ceremony/Activity	Frequency	Duration	Purpose	Agenda
Project Vision	Project Start	Varies (Workshop)	Establish product purpose, customer needs, and success metrics.	Discuss the project goals identify sponsor outline project vision, success criteria, assumptions, constraints, and risks.
Sprint Planning	Start of Sprint	2 hours	Define sprint goal, select backlog items, break into tasks.	Agile Team works with the PO and Scrum Master to address the following three questions: 1. What are we committing to deliver in the upcoming Sprint? 2. How will we complete the work required to achieve this commitment? 3. What are the respective estimates for each user story and associated tasks?
Daily Scrum	Daily	15 minutes	Team sync on progress, blockers, and next steps.	Three questions are addressed by each Team member : 1. What did I do since the last time we met? 2. What do I plan to accomplish today? 3. What impediments am I encountering?

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The Daily Scrum is a quick team sync held every morning. It's not a status report—it's a coordination meeting. The goal is to surface blockers and align on progress. Time-boxed to 15 minutes to keep it focused and energizing.

Sprint Planning kicks off the sprint. The Product Owner presents the top-priority items from the backlog. The team then discusses what they can realistically commit to. We define a Sprint Goal to stay focused and aligned.

# Ceremony Schedule & Each Agenda

Ceremony/Activity	Frequency	Duration	Purpose	Agenda
Sprint Review	End of Sprint	1 hour	Demo completed work, collect feedback, adjust backlog.	<ol style="list-style-type: none"><li>1. The Team demonstrates the Sprint's incremental work to the PO and other business representatives.</li><li>2. Then Team and PO transparently discuss accomplishments, as well as opportunities for improvement.</li><li>3. After that PO determines if the Sprint deliverable are acceptable based on the Acceptance Criteria and Definition of Done.</li></ol>
Sprint Retrospective	End of Sprint	1 hour	Reflect on process, identify improvements, and build team cohesion.	<p>The Team also discusses what went well, as well as what to continue to doing that is working very well for the Agile Team in terms of delivering value.</p> <ol style="list-style-type: none"><li>1. Create a plan for improvement</li><li>2. Discuss what went well and what to continue doing</li></ol>
Release Planning	Sprint 0 & Quarterly	1–2 hours	Define major features, timeline, and dependencies across multiple sprints.	<ol style="list-style-type: none"><li>1. Discuss critical dates and milestones.</li><li>2. Coordinate with dependent departments and systems</li><li>3. Balance business value vs quality.</li></ol>

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The Sprint Review is a chance to showcase completed work to stakeholders. It's collaborative—stakeholders give feedback, which may influence the next sprint. It keeps development transparent and customer-focused.

The Retrospective is our team's safe space to reflect. We talk openly about what worked and what didn't. The most important part is identifying **actionable improvements** for the next sprint. This is how we grow as a team.

These ceremonies create rhythm and predictability, helping Agile teams stay aligned and continuously improve. By sticking to this schedule and using each ceremony purposefully, we maintain transparency, adapt quickly, and deliver value consistently.

# High Performing Agile Teams

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# Team Composition and Role Assignments

Role	Name	Responsibility	Key Soft Skills
Product Owner	John Smith	Owns the product backlog, defines priorities, gathers feedback from stakeholders and users	Communication, Stakeholder Management, Decision-Making, Strategic Thinking
Scrum Master	Jane Doe	Facilitates Scrum ceremonies, removes impediments, promotes Agile values and team collaboration	Servant Leadership, Empathy, Conflict Resolution, Coaching
Scrum Team Developers (2 Onshore, 2 Offshore)	Jim Brady(USA), Nathan Connor(USA), Venkat Ragu(INDIA), Ali Khan(INDIA)	Builds the product increment collaboratively, follows coding standards and practices (XP), participates in sprint planning and reviews	Collaboration, Problem Solving, Adaptability, Accountability
Tester	Kathy Qualls	Conducts continuous and early testing, integrates shift-left practices, ensures quality	Attention to Detail, Critical Thinking, Curiosity, Communication
Agile Team member (Business Analyst)	Jerry Holden	Supports backlog refinement, translates business requirements into user stories	Analytical Thinking, Communication, Facilitation, Domain Knowledge
Agile Team member (UX Designer)	James Cowx	Collaborates early in design cycles, gathers user feedback, supports iterative UI/UX updates	Creativity, Empathy, User-Centered Thinking, Active Listening
Agile Team member (Subject Matter Expert/Coach)	Holly Vogt	Provides domain expertise, participates in sprint reviews and refinement sessions	Mentoring, Patience, Deep Knowledge, Influence Without Authority
Stakeholders	Executives, Travel Partners (e.g., HotelzMotels, AutoRentalz)	Provide feedback on increment, validate roadmap alignment and ROI expectations	Vision Alignment, Constructive Feedback, Active Listening, Strategic Insight

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# Appendix 1 - Skill Gaps

Name	Current Work Style	Skill Gaps
John Smith	John likes to conduct extensive market research and product planning upfront; he is detached from the developers by process, department, and facility boundaries	John is so isolated from the team, he is planning upfront on his own which extends the gap even more. He needs to communicate properly with both the team and the business in order to deliver maximum added value.
Jane Doe	Jane manages the team by focusing on the scope to be delivered, planning the work out primarily herself and assigning work to individuals based on her preference	Jane is not being agile, she is ignoring one of the agile manifesto principles which is "Individuals and interactions over processes and tools" she needs to engage more with the team and focus on her role by letting them be self directed without too much interference.
Jerry Holden	Jerry conducts upfront business analysis and product definition; requirements are detailed and frozen early on so a detailed project plan can be followed	Jerry is not following two of the most important manifesto principles which are "Responding to change over following a plan." and "Working software over comprehensive documentation." He is totally not being agile, he needs to be more flexible and a quick adeptor to change.
James Cowx	James builds out UX based on specifications and requirements in the Project Plan created by the Project Manager and Business Analyst. Customer feedback is received late, in market testing and after product launch.	James needs to include customers early in the design, he should be delivering something for each sprint to get feedback.

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# Appendix 1 - Skill Gaps

Name	Current Work Style	Skill Gaps
Holly Vogt	Holly prefers one-on-one interviews and calls with the Project Manager and Business Analyst to provide expert opinion and guidance.	As she is a coach, the whole agile team and the developers need her expertise. so instead of having calls with only the PM and the BA, she must contact the whole team
Jim Brady (USA)	The offshore developers are contractors who have more senior technical expertise; they are individually assigned the more complex project deliverables by the Project Manager. The less complex deliverables are individually assigned to the onshore developers by the Project Manager. There is no process to transfer knowledge from the offshore contractors to the onshore developers. There's a lack of consistent coding standards.	the PM is creating a big risk here. first he is not following agile and he is not dividing work fairly. since there is no coding standards there is a chance where knowledge gets lost when the offshore contractors leave. he needs to let the team self manage, and everyone of them needs to follow one coding standard and lastly they should be sharing their knowledge so we can avoid any chance of losing the app.
Nathan Connor (USA)		
Venkat Ragu (India)		
Ali Khan (India)		
Kathy Qualls	Kathy steps into the process lifecycle once the code has been developed thoroughly. She likes to go through testing and provide full feedback to the Project Manager once she completes her testing cycle	kathy should be involved in the project from the beginning. this is not a waterfall process where the testing phase is conducted last. the testing should be conducted during each sprint.

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# Appendix 2 - Training & Coaching Plan

Target Group	Focus Area	Training/Coaching Method	Goal
Jane Doe (Scrum Master)	Servant leadership, facilitation skills	1-on-1 Agile coaching sessions; Enroll in Certified Scrum Master (CSM) refresher	Shift from task assignment to facilitation; empower the team
John Smith (Product Owner)	Agile PO mindset, backlog collaboration	Product Owner Bootcamp; shadow daily standups for 2 weeks	Increase team engagement; collaborate actively on user stories
Offshore + Onshore Developers	XP practices (TDD, pair programming, clean code)	XP Technical Bootcamp; Pair rotation sessions every sprint	Unify coding standards; increase team cohesion and technical quality
Kathy Qualls (Tester)	Shift-left testing, test automation intro	QA in Agile workshop; integrate into sprint planning	Bring QA earlier in lifecycle; improve speed and feedback loops
Entire Scrum Team	Agile mindset, Scrum ceremonies, retrospectives	Whole team coaching with Shu-Ha-Ri model applied gradually	Establish shared understanding of Agile roles and continuous improvement
Cross-Team (UX, BA, SME)	Collaboration and participation in Agile flow	Invite to Sprint Reviews & Planning; backlog grooming with dev team	Break silos; integrate UX and BA into agile feedback loops

## Coaching Model: Shu-Ha-Ri

- Shu (Follow)**: Teach foundational Agile roles and ceremonies
- Ha (Adapt)**: Tailor XP practices, ceremonies to team culture and tools
- Ri (Innovate)**: Empower team to evolve their own ways of working

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