

WorldVisitz Mobile Application Agile Delivery Launch

Agile Onboarding - Presentation for the
Agile Team

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Onboarding the Team

Agile Benefits for the Team

1. Allow for Increased flexibility in teams
2. Allow for greater collaboration
3. Faster time for launching product to the market
4. More Transparency
5. Allows for continuous Improvements

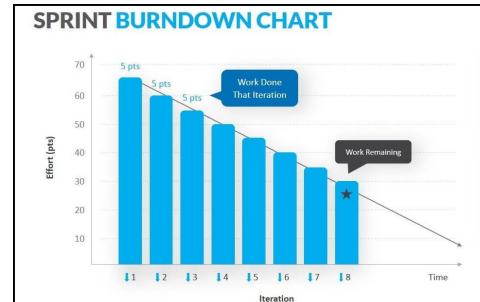
1. Allow for Increased flexibility in teams via allowing for more flexible planning and collaboration over waterfall approach
2. Allow for greater collaboration through reviews and daily standups
3. Faster time for launching product to the market via providing working software through iterative cycles,
4. More Transparency by allowing and promoting transparency and making the work visible at higher frequencies for the stakeholders
5. Allows for continuous Improvements via regular retrospectives and feedbacks while allowing the team to think of improvements and do experiments to find out what suits them the best for quality work.

Agile Practice

Recommendations for Information Radiators

Information Radiator 01: Burndown Chart:

A burndown chart shows the amount of work that has been completed in an epic or sprint, and the total work remaining.



Benefit of the Information Radiator

1. Helps in understanding the probability of the work being completed,
2. Keeps the team in track on the sprint by visualizing the effective down being done

Burndown Chart is an extremely good information radiator for the team to stay aligned on the amount of work that they are currently ruminating with. This is to motivate the team and see if they can complete the tasks assigned in the given time. Also this helps immensely in the upcoming sprint planning.

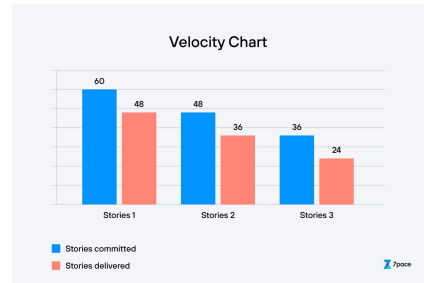
Recommendation for Information Radiators

Information Radiator 02: Velocity Chart

It is an overview of how much has been delivered each sprint

Benefit of the Information Radiator

1. Can be used as a suitable indicator to find out team burnout
2. Helps in understanding the teams capacity and capabilities and helps in better allocating work for the upcoming sprints



Velocity Charts are extremely important as they help identify the efficiency of the team while at the same time giving us a reference to compare the team performance month on month. Any burn downs in the team or friction can be directly linked to changes in the velocity and be identified earlier and necessary steps can be taken.

Ceremony Schedule & Each Agenda

Event Name	Agenda	Frequency	Duration	Purpose
Sprint Planning	The Scrum Master facilitates this meeting to select items from the backlog for the upcoming sprint according to the team capacity	At the beginning of each sprint	8 hours for a 30 day sprint	Planning the upcoming sprint
Daily Scrum	Team members to update the team about their tasks and team to remove any blockers as identified by the team	Held Daily or Everyday	15 minutes daily	Updating the team on daily works
Sprint Review	Presentation of work completed during the sprint, reviewed against the product goal and feedbacks given by the stakeholders	Held at the end of every sprint	4 Hours for a 30 day sprint	Reviewing the work done by stakeholders
Sprint Retrospective	Reflection of previous sprint, prioritise opportunities for improvements and create new items for backlog for next sprint	Held after the sprint review and before the next sprint	3 hours for a 30 day sprint	Finding opportunities to improve
Backlog Refinement	Team to review backlog items for making sure the backlog items are well defined, understood by the team and ready for sprint planning sessions.	Conducted as per requirements	Around 3 days for a 30 day sprint	Improving the backlog for next sprints

High Performing Agile Teams

Team Composition and Role Assignments

Scrum Role	Role Assignment	Skills They Have
Scrum Master	<ul style="list-style-type: none">Jane Doe (Project Manager)	Project Management, Team Communication
Product Owner	<ul style="list-style-type: none">John Smith (Product Manager)	Product Management, Requirement Understanding, Interpersonal Communication, Research Skills
Scrum Team	<ul style="list-style-type: none">Developers → Jim Brady (USA), Nathan Connor (USA), Venkat Ragu (India), Ali Khan (India)Kathy Qualls (Tester),James Cowx (Designer)	Developers → Technical Expertise, technical prowess, engineering skills, software development skills Tester → Software Testing Skills Designer → UX Design Knowledge and Skills
Stakeholder	<ul style="list-style-type: none">Jerry Holden (Business Analyst),Holly Vogt (Subject Matter Expert)	Business Analyst → Requirement Analysis, Research Skills Subject matter Expert → Business Skills about Application,

I am recommending that the whole team should be involved in the scrum methods. Jane Doe should be the scrum master due to being the project manager and having suitable management skills. John Smith should be the Product Owner due to having the highest understanding of the requirements of the product and the business needs. The stakeholders should be the business analyst and the subject matter expert as they do not have direct involvement in the development of the product. The rest of the team should be the scrum team doing the development, design and testing works.

Appendix 1 - Skill Gaps

Name if Team Member	Skill Gap, Weakness or Anti patterns Identified
Jane Doe	Lack of Empathy and Team Collaboration
Jim Brady and Nathan Connor	Lack of handling advanced technical requirements
John Smith	Lack of team communication skills, blocked by facilities
All Developers	Lack of consistent coding standards, lack of trust
Jerry Holden	Requirements are frozen early by the analyst
James Cowx	Customer feedbacks received late, or after launch
Holly Vogt	Prefers one to one call over team meeting for proper knowledge transfer

Appendix 2 - Training & Coaching Plan

Training Topic	Participants
Empathy and Team Communication	Jane Doe, John Smith, Jerry Holden
Interpersonal Communication	John Smith (One to One Coaching)
Requirement handling + Knowledge transfer facilitation	Jim Brady, Nathan Connor, Venkat Ragu, Ali Khan
Scrum Methodologies Training	The Complete Team
Team Management	Jane Doe (One to One Coaching)

I am recommending both one to one coaching and team coaching based on the skill gaps, anti patterns and weaknesses exhibited by each participants according to the case study. It is to be kept in mind that some trainings should be done by the whole team and members can be added to a particular training based on specific requests from the members. Trainings should also be continued on a rolling basis.

Thank You