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|  | | Assignment 3 | | | | |  | |
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|  | | | | Team Members |  | | | |
|  | | | | Date—Course title— |  | | | |
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### Executive Summary

Capture the essence of what you have been asked to do and your recommendations of which methodology to use for each area. It should clearly summarize:

* What methodologies you reviewed for Part I and what is your recommendation, and what technologies you think should be evaluated. Do not go into the details of why you are recommending.
* What methodologies you considered for Part II and what your recommendations are. Once again do not go into the details. You can say if your proposal addresses the CIO’s concerns but do not provide the details here.

1-2 paragraphs are all you need here. Some people prefer to write this section at the end of their work as they now just must summarize what they did. Others start with this mid-way through their research as it gives them direction on how to develop their narrative. Do what works well for your team.

### Part I

#### Introduction

Identify the problem that you are solving with this recommendation: Choice of agile methodology for the CRM implementation etc.

#### Methodology Overview

Identify the common practices and roles across Scrum and Kanban and provide very brief detail about what each means. For instance, this is how they plan, and these are the roles thy have in common. Identify where they differ. This is not an exhaustive analysis but just to build your case which way you are going to go. You should focus on practices that are important factors and relevant to the evaluation criteria. You can do it 2 ways: a side-by-side table or start with a description of one of the methodologies and then say where the other similar or dissimilar. Focus on items that you outlined in Evaluation criteria. One-page total.

#### Analysis & Recommendation

This is a Pros & Cons analysis of which makes one more suitable than the other. This should flow from the Comparison above and the Evaluation Criteria. You can use a side-by-side comparison here if that helps.

At the end of the section, you should have a recommendation. OR you can have 2 sections: One for analysis and another for the recommendation.

#### Roles Needed

Identify what roles will be needed for the methodology

#### ADLM (Application Development Lifecycle) Tools

Identify which tools you think the team should consider that would support their agile implementation. Recommend looking at 3 tools.

The entire Part I should be roughly 3 pages.

### Part II

The approach here is like what you did for Part I.

#### Introduction

Same approach as the previous section.

#### Methodology Overview

A 3-way overview. 1-2 pages.

#### Analysis & Recommendation

It should follow a similar structure as above. Except there is a 3-way comparison. There are two ways you can address it:

You can just start by saying that 1 methodology was a distant 3rd in your analysis (for reasons you should explain) and so it did not warrant deeper analysis. Then you can restrict a side-by side comparison to just 2 finalists.

Or you can do a 3-way comparison.

Whatever approach you choose, it is the reasoning and basis that you provide for the recommendation is what matters.

#### Roles and Approach

Here is where you address the specific questions.

##### Roles Needed

What roles are needed here? Note: A specific question around the roles of the project managers needs to be answered as well.

##### Delivery Approach

What is your recommendation: should these be projects or long-standing product teams? Is there a benefit to one over the other this case?

#### Answers to Specific Questions

##### Agile Planning

How do agile teams do planning?

##### Tracking Progress

How do agile teams demonstrate progress to a plan?

##### Architectural Direction

What is architectural engagement on an agile team and how