

TWO PERSON TEAM AGILE PRODUCT DEVELOPMENT FLOWCHART | JACOB STEPHENS

artifact

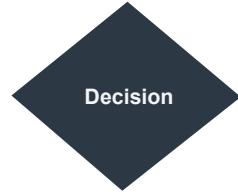
activity

CONDITION

Team and sponsor develop *artifact* (synchronous when feasible)

Flowline →

Team develops *artifact* (and sponsor when feasible, except in team development)



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Product planning

Team development

Product development

Invoicing

Team work habits

- At 9a Monday to Friday, start a six to eight hour work day (excluding lunch). After completion, break till next weekday

START OF NEW DAY

YES



NO



NO

Advertise with price per two-week development period (sprint)

YES

Develop project charter
Lists in three sections what every party wanted from the project at start:
• *project vision*: why are we doing this project?
• *mission*: what will be done to accomplish the vision?
• *success criteria*: one sentence tests for mission accomplishment

Develop user roles
User roles represent bundles of user experiences. *User roles* can be created based on one of the following:
• Context: experience based on where user is in product
• Character: experience user may expect when interacting with product
• Criteria: user's expected outcome

Develop epics
Epic: As a <user role>, I <want/need/can/etc.> <goal> so that <reason>.
• Express large, vague, non-actionable value statements

Split epics into user stories
Story: As a <user role>, I <want/need/can/etc.> <goal> so that <reason>.
• Flow: How the story may step through the product's workflow
• Effort: Breaking down the epic based on developer effort level
• Entry: Break down by how customer enters data
• Data Operations: Break down by operations like read, update, and delete
• Business Rules: Break epic down into business rules
• Alternatives: Create stories based on alternatives
• Complexity: Break epic into stories with increased complexity
• Knowledge: Create *spikes* when more knowledge needed to split

Refine user stories
Check for the following qualities:
• Independent: Independently valued *stories*
• Negotiable: Narratives about customer value, not how to deliver value
• Valuable: Express customer value
• Estimable: Easy to estimate the work required to deliver the *story*
• Small: Deliverable within a two-week sprint
• Testable: Add *acceptance criteria* often without adverbs or adjectives

Product backlog preparation
(Two hour timebox / limit)
Four to eight hours per week. Make *product backlog* sponsor accessible
• Detailed: Highest-value *stories* should be well understood
• Estimated: Estimate *story points* for *user stories* by playing planning poker with a Rose Deck: 1, 2, 3, 5, 8, 13, 20, ?, C
• Emergent: *Product backlog* changes over time as more learned
• Prioritized: Highest-value items on top of list and least at bottom

Calculate team velocity
Team *velocity* = Average story points completed in past two-week sprints
• *Velocity* for first sprint based on intuition given no past data



YES

NO

Horse trading to develop rough order of value (ROVe) release plan
Order *story pointed epics* in *velocity* limited two-week sprints

Develop release burndown chart

Develop sprint plan in sprint planning
Four hour timebox fortnightly Wednesday, sprint starts fortnightly Thur. Set *velocity* as *story point* limit of *user stories* to complete in sprint
• Team presents top down from *backlog* what desired complete in sprint
• Team decides how many stories they can deliver by end of sprint
• Create sponsor accessible *sprint burndown chart*
• Team splits *stories* into *tasks*, each task = one day of work for one dev
• *Stories* and *tasks* put onto sponsor accessible *task board* with columns: *Stories* | To Do | Doing | Done

Move task left to right on task board
After task moved to done column, begin new task

Sprint demo
One to two hour timebox every other Wednesday (last day of sprint)
Team walks sponsor(s) and or stakeholder(s) through working deliverable
• Theme: "Here is what your money bought you the last two weeks"
• Focus on communication, accountability, and feedback

Retrospective
Two hour timebox (last day of sprint)
Phases:
• Start: Each person writes down what they hope to get from *retrospective*, then reads the Prime Directive: "Regardless of what we discover, we understand and truly believe that everyone did the best job they could, given what they knew at the time, their skills and abilities, the resources available, and the situation at hand."
• Data gathering: Team creates a Starfish Diagram:
1. Keep doing
2. More of
3. Less of
4. Stop doing
5. Start doing
• Insights: What are the patterns you see? Focus on processes
• Decisions: Develop SMART *action items* described with what, how, who, and where. Each team member accepts at least one *action item*.
• Specific
• Measurable
• Achievable
• Relevant
• Timeboxed: deliverable in two-weeks
• Closing: Read notes initially written to check if expectations met, if there were problems with the activity, write notes and change next *retro*

Update the *sprint burndown chart*

Daily standup
15 minute timebox Monday through Friday at 9:30a
In view of task board, each developer answers three questions:
• What did I do yesterday?
• What am I doing today?
• Are there any obstacles in my way?



NO



PRODUCT DEVELOPMENT

PRODUCT PLANNING

YES

Update the *release burndown chart*

Invoice for sprint

TWO PERSON TEAM AGILE PRODUCT DEVELOPMENT PROCESS | JACOB STEPHENS

artifact

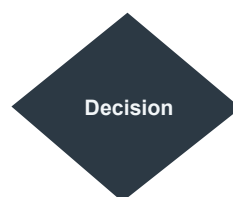
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receive
product request



develop
project charter



develop
user roles



develop
epics



split *epics*
into *user stories*



refine
user stories



product backlog
preparation



calculate
velocity



develop *rough order*
of value release plan



sprint planning



daily standup



move tasks



sprint demo



retrospective



invoice for sprint