

Topic: The 59-Minute Scrum—Teaching a Group about Scrum Fundamentals using Interactive and Facilitative Approaches

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Overview:

GOAL:

To have teams experience a Sprint Planning Meeting, a Sprint, and a Sprint Review and Demo, all in 1 hour (59 minutes).

GUIDANCE:

This simulation assumes 30 minutes of terminology overview **prior** to the exercise to define the Scrum practices used in the hour:

- Sprint
- Sprint Planning Meeting
- Product Backlog
- Sprint Backlog
- Roles (Product Owner, Scrum Master, Team)
- Prioritization
- Daily Standup Meeting
- Sprint Review and Demo

In addition, the exercise assumes that each team receives a prioritized set of stories in a Product Backlog (see two sample Product Backlog attachments). The facilitator acts as the Product Owner.

Every part of the exercise is time-boxed to ensure that each team completes a Sprint and joins in a group-wide debrief after all demos have been presented. (More guidance is provided after the

TIMING AND EXERCISE DETAIL FOR 59-MINUTE EVENT:

- **EXERCISE KICKOFF – *Explaining the Exercise***
 - 5 minute exercise explanation:
 - Purpose of the exercise

- How teams will work
 - What materials will be used
 - How to use the Product Backlog
 - How to define the Sprint backlog
 - How to complete the Daily Standup
 - How to Demo and Review at the end of the Sprint
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- **EXERCISE Part 1 – *Complete a Sprint Planning Meeting***
 - 10 minutes to create the Sprint Backlog with 2-3 tasks per prioritized story. At the end of this part, each team should have a set of at least 5 stories defined with their tasks that they believe they can complete in the 15 total minutes of Sprint work
 - Stories and tasks should be captured on a flipchart
 - (Facilitator Note: check-in to verify that each team has completed Sprint Planning Meeting at the end of the 10 minute timebox.)

 - **EXERCISE Part 2 – *Conduct a Sprint and a Daily Standup***
 - 7 minutes of team work on the tasks in the stories
 - 5 minutes for Daily Standup meetings
 - 7 minutes of team work to complete as many story tasks as possible to deliver a functional demo
 - (Facilitator Note: check-in to verify that each team has completed Daily Standup and that they are working to deliver a demo at the end of the second 7 minutes.)

 - **EXERCISE Part 3 – *Conduct the Sprint Review and Demo***
 - 5 minutes for each Sprint Review and Demo meeting from each team, 15 minutes total
 - (Facilitator Note: timebox each demo to no more than 5 minutes)

 - **EXERCISE Part 4 – *Debrief the Exercise as a Group***
 - 10 minutes of guided debrief with the entire group:

Total timing = ~1 hour

EVENT DETAIL:

- **EXERCISE Part 1:** What do we need to do to deliver a successful product?
 1. Review the Product Backlog (there are 4 provided in the .ppt file that accompanies this explanatory guide)
 2. Conduct a Sprint Planning Meeting:
 - Determine what the number of stories might be that your team can complete
 - Capture the 2-3 tasks that could complete each story
 - Think about initial assignments
 - Produce a Sprint Backlog on a flipchart
- **EXERCISE Part 2:** How do we conduct our work collaboratively and check-in on our progress within our team?
 1. Self-organize
 2. Begin work assignments
 3. Conduct a “Daily Standup Meeting”:
 - What have I completed so far?
 - What do I intend to complete?
 - What is getting in my way?
 4. Complete work assignments based on Sprint Backlog work remaining
- **EXERCISE Part 3:** How do we conduct our Sprint Review and Demo meeting?
 1. Elect a spokesperson to guide the Sprint Review and Demo Meeting
 2. Conduct a Sprint Review and Demo of your brochure at the end of the sprint:
 - What is the potentially shippable increment (Demo)?
 - What did we complete of our Sprint Backlog?
 - What is the feedback from our Product Owner?
- **EXERCISE Part 4:** Conduct a group-wide Sprint Retrospective on the entire event:
 - What did you notice happening in your group in completing your Sprint?
 - How did that feel?
 - What does that tell you?

- What could you apply to work with Scrum as you go back to your work places?

Additional Facilitator Guidelines:

1. Create teams randomly (have each participant count-off 1, 2, 3, 1, 2, 3, etc.)
2. Provide a Product Backlog printout to each team (brief stories that have been captured in prioritized order)
3. Provide a flipchart pad to each team to capture their:
 - Sprint Backlog
 - Sprint Review and Demo Meeting purpose
 - Any other information that supports their demo
4. Create a flipchart with “Daily Scrum Meeting” rules for use by all teams:
 - i. What have I done so far?
 - ii. What do I still need to do?
 - iii. What is getting in my way?
5. Bring a digital camera to capture results
6. Explain the rules of the event exercises:
 - a. The team **MUST** work together
 - b. Everyone must have work in the Sprint
 - c. The team **MUST** demo something at the end of the Sprint
 - d. **NO POWERPOINT SLIDES!**
 - e. The team **MUST** complete their Sprint Planning with a Sprint Backlog displayed on a flipchart
 - f. The team **MUST** conduct their Daily Standup meeting
 - g. They can demo **ANY WAY** they want (skit with props, commercial, flipchart drawing, etc.)
 - h. No Scrum Master is used in this exercise
 - i. No predefined roles on Team; self-organization rules!

PROPS:

Teams (no more than 5 people per team) need the following items:

- Flipcharts
- Flipchart markers

- Sticky Notes
- Product Backlog Printouts
- Daily Standup cheat sheet cards for each participant

VARIATIONS:

1. For larger groups:
 - Have each team use the exact same process; be VERY clear with the instructions up front and let no group start without ensuring that they fully understand
 - For more than 5 teams, have a different facilitator for each group of 5 teams and have them debrief within their group versus to everyone
 - You may want to simply add extra time to conducting the event; coordinating large groups just takes more time
2. For more time:
 - This can be extended into a ½ day event or a full one-day workshop; contact me for the details at jet@pcisys.net
3. For teams unfamiliar with Scrum:
 - Precede this event with a 1-hour overview of Scrum that emphasizes the practices/terminology reinforced in this simulation
4. For teams practicing the Scrum Master role:
 - In Exercise Parts 1, 2, and 3, make sure that a different spokesperson is elected for each exercise and explain that they should be invoking the practices of a Scrum Master. In the debrief, specifically ask about how that role felt: what did they notice about their role; what were the challenges; what are the learnings they might take away from this?
 - You can consider pairing this simulation with Bill Wake's wonderful simulation around dysfunctional behaviors in the Daily Scrum