Reporting with Agile Charts & Boards
MIS3535 | LEAD GLOBAL DIGITAL PROJECTS

3 main reporting vehicles:

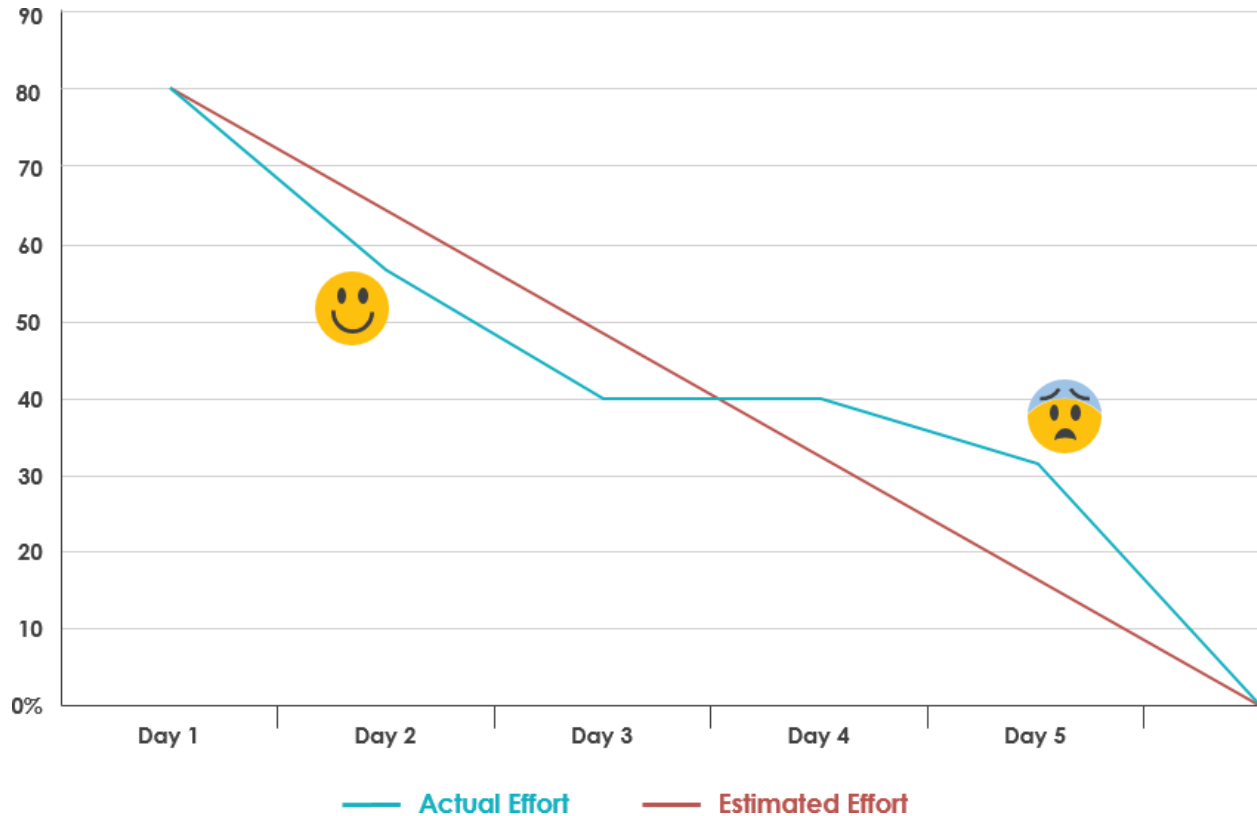1. **Burndown chart**

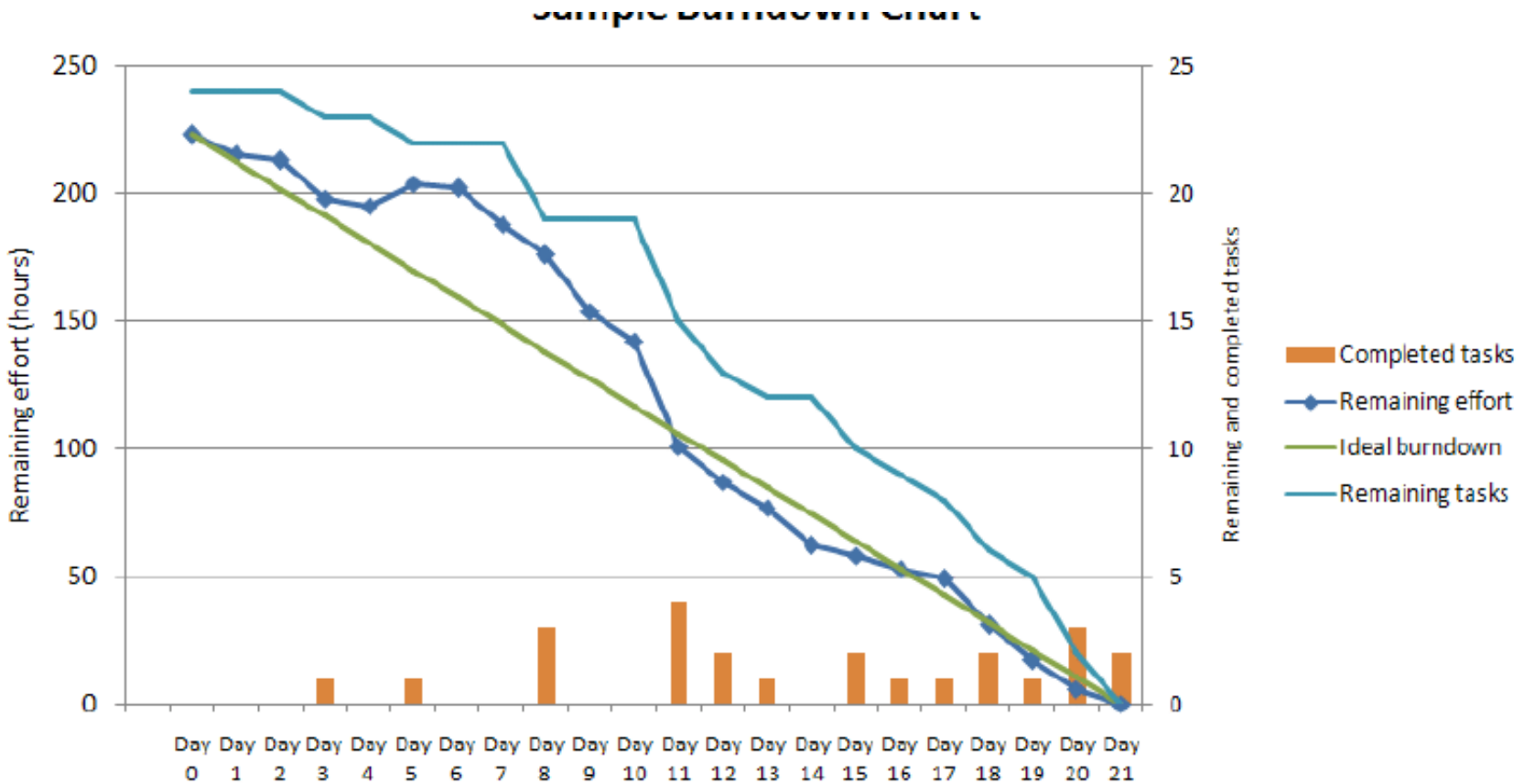2. **Scrum Board (also call Team Tasks board)**

3. **Product Backlog**

Burndown chart: 2 types
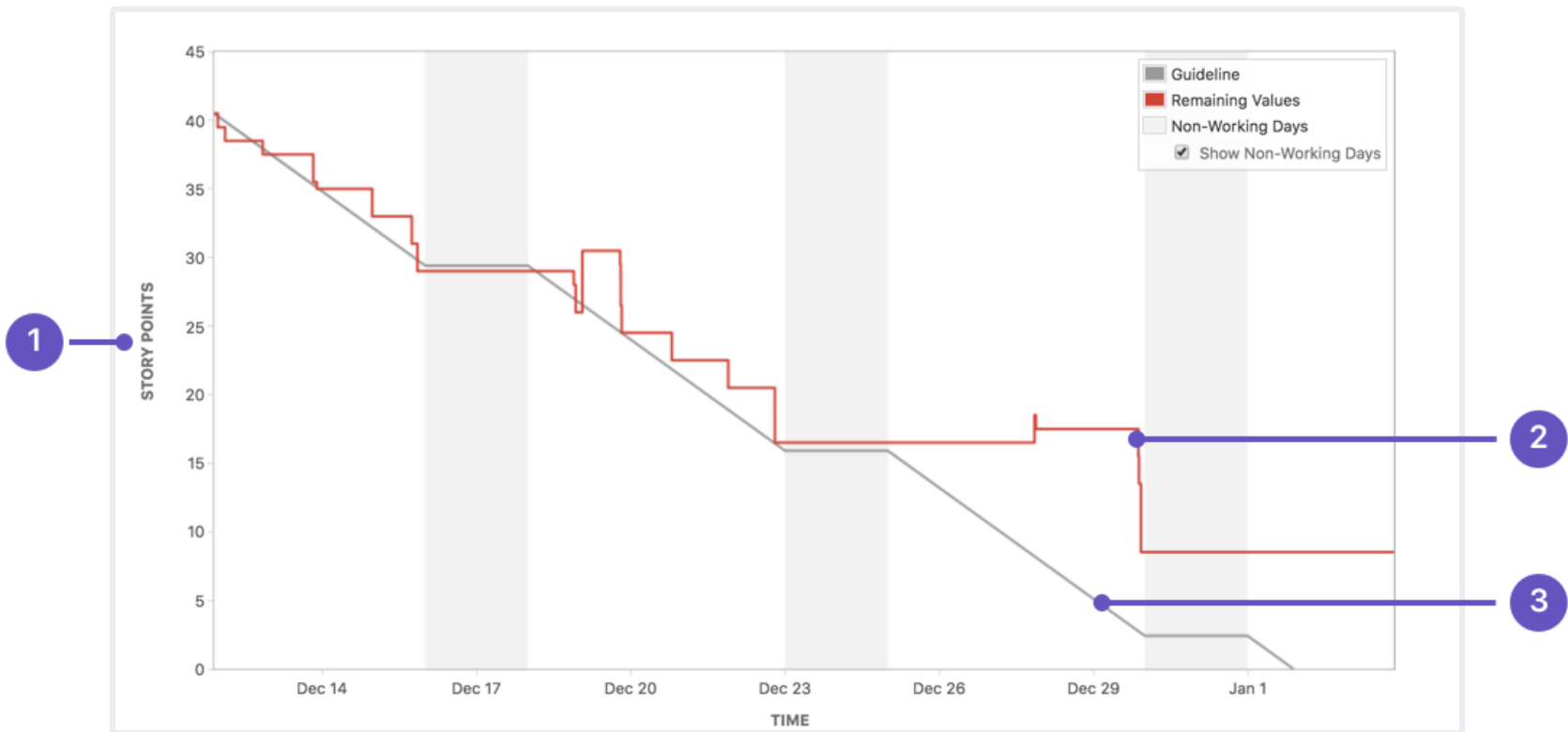
1. Sprint (by story points or hours - daily)

SPRINT BURN DOWN CHART (BY HOURS)
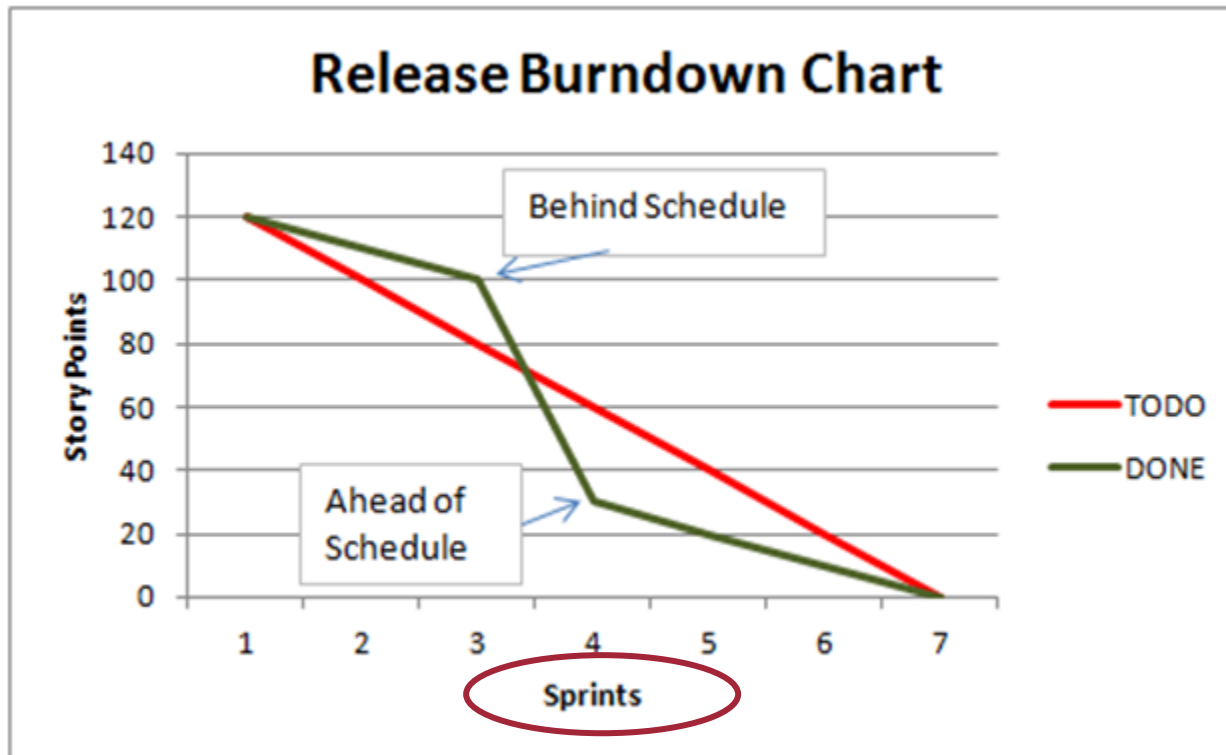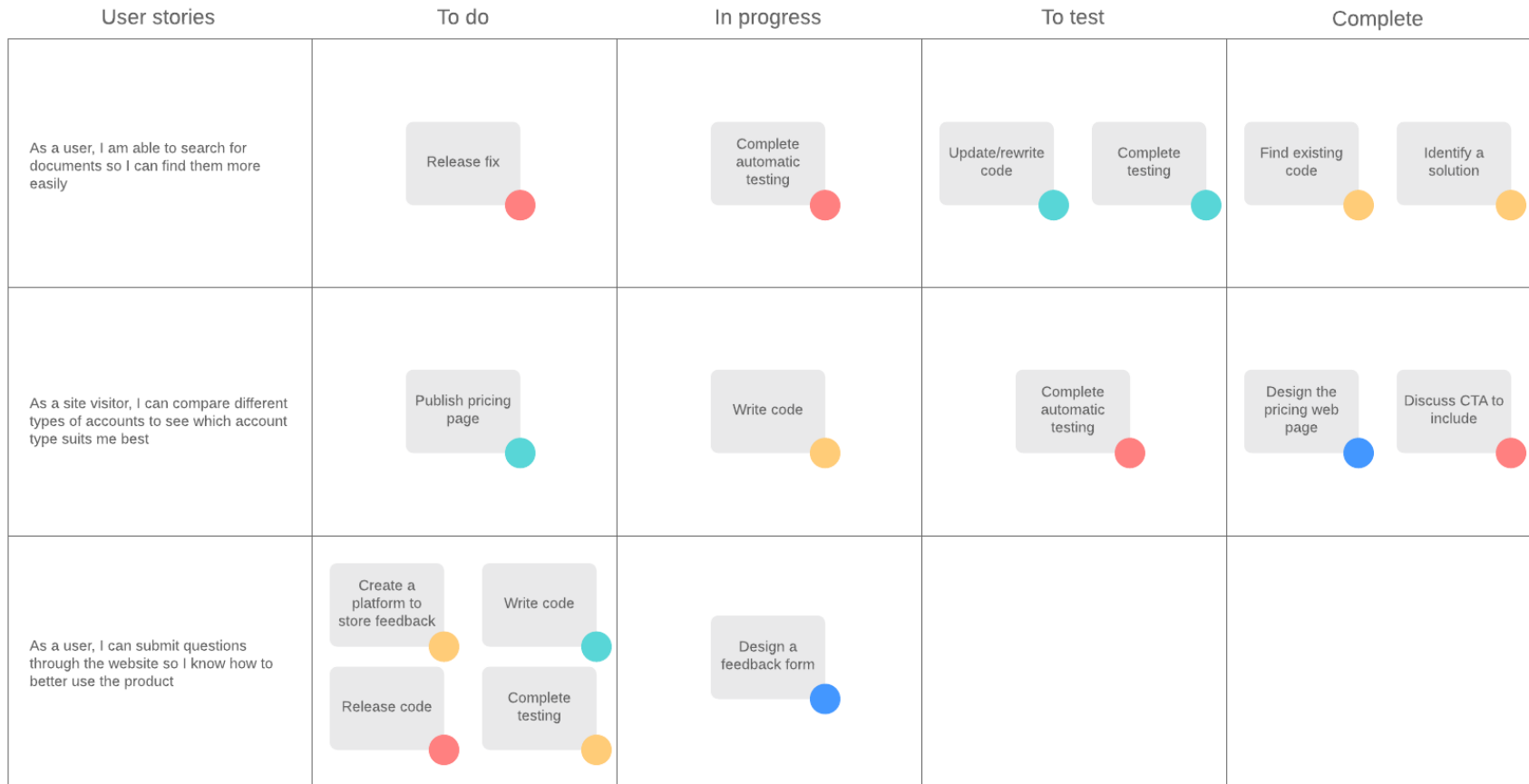

Sample Burndown Chart

SPRINT BURN DOWN CHART (BY STORY POINTS)

Burndown chart: 2 types

2. Release (by story points or hours - sprint week)

Scrum board: a swim lane!

User stories	To do	In progress	To test	Complete
As a user, I am able to search for documents so I can find them more easily	Release fix 🔴	Complete automatic testing 🔴	Update/rewrite code 🟢 Complete testing 🟢	Find existing code 🟡 Identify a solution 🟡
As a site visitor, I can compare different types of accounts to see which account type suits me best	Publish pricing page 🟢	Write code 🟡	Complete automatic testing 🔴	Design the pricing web page 🔵 Discuss CTA to include 🔴
As a user, I can submit questions through the website so I know how to better use the product	Create a platform to store feedback 🟡 Write code 🟢 Release code 🔴 Complete testing 🟡	Design a feedback form 🔵		

In priority order

Each sticky = 1 day of work for 1 developer

Assignee
- Riley Cox 🟡
- Andy Giles 🟢
- Mickel Poll 🔵
- Sarah Linton 🔴

If the software that you are using does not allow for a clear view of your Scrum board you can use Lucid chart (free software)

Scrum Task Board

Story	To Do		In Process	To Verify	DONE
As a user, I... 9 points	Code the... 6 points	Test the... 8 points	Code the... DL 6	Test the... DL 2	Code the...
	Code the... 8 points	Code the... 6 points	Test the... TR 8		Test the... 2 points
	Test the... 2 points	Test the... 4 points			Test the... 2 points
As a user, I... 5 points	Code the... 8 points	Test the... 6 points	Code the... DL 4		
	Code the... 4 points	Code the... 4 points			Test the... 6 points

Make sure to clearly identify who is working on the of task (color or name)

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SCRUM BOARD EXAMPLE

SCRUM BOARD

User stories	To do	In progress	Complete
As a volunteer, I want to find events on the calendar and sign-up for them, as well as participate in Seeds of Hope	Figure out logistics of Seeds of Hope (Disclaimer, format, who moderates)	Add volunteer registration button/link to each event	Home Page Layout
As a donor, I want to give funds and contribute to the Honor Wall	Create bios for Honor Wall	Sidebar of Honor Wall names / Implementation of Honor Wall Tier system through "Shop" feature	
As a veteran, I want to connect with volunteers and find events on the calendar	Calendar connectivity with sign up forms	Overall cosmetic changes of website design and layout	Button Connectivity

Assignee:
Emily H: Green
Rachel R: Blue
Melody P: Yellow
Emily B: Pink

Product backlog

- **Prioritized user stories**
- **Story points**

High priority

Low priority

User story	Story point(s)	Priority
As a user, I am able to search for documents so I can find them more easily	2	1
As a site visitor, I can compare different types of accounts to see which account type suites me best	1	2
As a user, I can submit questions through the website so I know how to better use the product	1	3
As a site visitor, I am shown what I can do in the product so I know whether or not this product will fill my needs	2	4
As a user, I want to be able to retrieve documents that were deleted so I can reclaim documents that were deleted on accident	3	5
As a site visitor and user, I can sign up for newsletters to remain up to date on the product	2	6
As a user, I am notified when a new feature is released so I know what is possible	1	7
As a user, I can change my user name if desired	3	8
As an admin, I need the ability to update which team a user belongs to so I can make sure all teams are up to date	3	9
As a user, I can enable spell check so I can be confident my final document has no spelling errors	4	10

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Product backlog (another example)

ToDo List

ID	Story	Estimation	Priority
7	As an unauthorized User I want to create a new account	3	1
1	As an unauthorized User I want to login	1	2
10	As an authorized User I want to logout	1	3
9	Create script to purge database	1	4
2	As an authorized User I want to see the list of items so that I can select one	2	5
4	As an authorized User I want to add a new item so that it appears in the list	5	6
3	As an authorized User I want to delete the selected item	2	7
5	As an authorized User I want to edit the selected item	5	8
6	As an authorized User I want to set a reminder for a selected item so that I am reminded when item is due	8	9
8	As an administrator I want to see the list of accounts on login	2	10
Total		30	

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Studio day

1. **Refine your backlog**

   - Include all remaining stories
   - Estimate each backlog item by story points or hours

2. **Create your <u>Sprint</u> Burn Down Chart**

   - include the source data used to build your chart (second page)

You will submit those 2 artifacts in your final project submission

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SCRUM EVENT: DAILY STAND UP (Day 2)

3 Important Questions:

1) What work did you complete yesterday? (for class purpose: last week)

2) What have you planned for today (this week)?

3) Are you facing any problems or issues?

SCRUM EVENT: DAILY STAND UP (last One!)

TEAM: Dobermann

Christy Nguyen, Philip Bui, Luke Schwedler, Matt Sutch, Zane Ajlani

TEAM: Norman

Utsav Singh, Danny Meer, Adityan Singh, Matt Walker, Brendan Strenge

TEAM: Agility

Brittany Reinert, David Munoz, David Walters, Emily Gindele, Deep Kaur, Dan Morita

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Change Leadership Day! (Day 2)

- Read Kotter Chapter 5 : Empower Action

- Pick <u>3 of the stories</u> and be ready to present the key take away/learnings and how it relates to your current project:

1. **Retooling the Boss**

2. **The Worldwide Competition**

3. **I Survived, So You Can To-**

4. **Making Movies on the Factory Floor**

5. **Harold and Lidia**

Studio day (day 3)

- **Plan your final Sprint**

- **Create a snapshot of your Scrum board**

Reminder: Project Artifacts due at the end of the semester

1. Definition of done (from week 4 ICE)
2. Stakeholder Register
3. Product Roadmap
4. Refined backlog (as of week 9-10)
5. Sprint Burndown chart (include the source data used to build your chart)
6. Scrum Board (as of week 10) – this week!
7. Sprint retrospective
8. Link to your site/product(s)

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