

Agile Training for the BAs & Product Owners

Including Scrum Fundamentals



Description

3 Days

The Agile Training focuses on the project team skill set needed to successfully participate on Agile Projects. The workshop provides training in collaboration techniques needed for project initiation, agile requirements gathering and sprint planning. The course focus is on:

- How to perform project initiation in order to identify the agile project goals, epics and functional requirements using epic user stories and the initial product backlog
- Requirements gathering and sprint planning to identify the user stories, write the user stories, estimate using story points, create and estimate the sprint backlog to plan the sprint
- Understanding the scrum fundamentals and how to conduct a scrum meeting

The objectives of the course are to:

- Requirements eliciting techniques for defining the project initiation and gathering requirements for agile projects
- Techniques to identify the epics, define the sprints, write user stories and create backlogs
- Plan the sprint and estimate user stories for the sprint backlog
- Practical experience in performing the agile best practices
- An Agile Project Simulation or real life Agile Project to give each course participant the opportunity to conduct scrum meetings, collaborative workshops using agendas provided in the class to define the project initiation, requirements gathering and sprint planning.

Course Agenda

Day 1 am

Introduction

Agile Best Practices

- What is Agile Development?
- Agile vs. Waterfall
- Agile Manifesto and Principles
- Scrum Concepts
 - Scrum roles
 - Process
 - Scrum Artifacts
 - Scrum Meetings

- *Exercise- Conducting a Scrum Meeting*

Scrum Process Essential Tasks & Responsibilities

- Project Initiation
- Sprint Planning
- Daily Scrums
- Demo
- Sprint Retrospective
- Product Release

Day 1 pm

Communication Techniques for Agile Projects

- Workshop approaches
- Storyboarding
- Kit Reviews
- Prototype walk-through and sprint demos
- Overview of Agile Artifacts

Facilitation Skills and Collaboration Techniques for Agile Projects

- Key components of an Agile Workshop
- Basic facilitation skills
- Active listening skills
- *Exercise- Practice interviewing skills exercise*
- Leadership styles
- Basic facilitation rules
- Managing conflict
- Tips and techniques for handling group dynamics
- How to handle problem behaviors
- Presentation skills
- Techniques for creative thinking
- Building a workshop agenda

Agile Facilitation Exercise-Each student is asked to build a workshop agenda and facilitate a short meeting using the creative thinking and consensus building techniques taught in class. Feedback is provided from both the Instructor and class participants.

Day 2 am

Agile Project Initiation

- Writing effective project initiation deliverables:
 - Business problem statement
 - Success criteria/business objectives
 - *Case Study Exercise- Discovering and writing the problem statement and success criteria*
- How to Capture the Scope Using a Context Diagram

- External objects
- Data stores
- Import and export views
- Identifying the Epics
 - Identifying the user roles/actors- user roles and system interfaces
 - Identifying the epics
 - Facilitation techniques for the project initiation workshops
 - *Case Study Exercise- Facilitating a collaborative scoping workshop for building the Context Diagram and the Use Case Diagram to define the project scope and epics*

Day 2 pm

Project Initiation (*continued*)

- How to build the initial product backlog for defining the scope and priorities
- *Case Study Exercise- Creating the Initial Product Backlog*

Requirements & Sprint Planning

- Sequence and Validate the Epics
 - Building the “to be” activity diagrams with swimlanes
 - Identify dependencies for sprint planning
 - *Case Study Exercise- Creating the “to be” activity diagram*
- Write the Epic Outline
 - Identifying pre and post conditions (dependencies for sprint planning)
 - Basic flow outline for identifying user stories
 - Brainstorming the alternate flows for identifying user stories
 - *Case Study Exercise- Conducting a workshop to define the epic outline*
- User Stories and Backlogs
 - Identify the user stories for the product backlog
 - *Exercise- Conducting a Backlog Grooming Session*
 - How to write user stories
 - *Case Study Exercise- Conducting a workshop to write the user stories for an epic*

Day 3 am

Sprint Requirements & Sprint Planning (*continued*)

- Estimating the Size and Complexity of the Stories
 - Popular estimating techniques- T-shirt size and Fibonacci
 - *Exercise- sizing backlog items using Fibonacci*
 - *Case Study Exercise- Estimating the stories*
- Storyboarding Techniques for GUI Design
 - Site Maps
 - State charts

- *Case Study Exercise- storyboarding a site map for GUI navigation (optional)*
- Non-Functional Requirements for Defining the Architectural Impacts
 - What are the “ilities” requirements?
 - How to define the qualities the software must have to be acceptable
 - *Case Study Exercise- Writing non-functional requirements*

Sprint Planning

- Create and Estimate the Sprint Backlog to Plan the Sprint
 - Defining the priorities for the sprint
 - Define the sprint goal
 - Identify and estimate the tasks
 - *Case Study Exercise- Defining the Sprint Backlog*
- Tracing and Tracking Agile Projects

Day 3 pm

Agile Simulation/Lab

An Agile Project Simulation or real life Agile Project Lab to give each course participant the opportunity to conduct collaborative workshops using agendas provided in the class to define the project initiation deliverables, user stories, create the backlogs, plan the sprint and perform estimating.

Wrap up

Materials

Each course participant receives a Handbook with sample agendas and scripts for conducting scoping, requirements workshops sessions, and sprint release planning. An Agile Project Management Checklist, Scrum Process Description, Scrum Checklists, Glossary and Agile Project case study solution set.