

Agile

Software Development

Users in, great software out.

Agile Cheat Sheet

Requirements Building

Requirements building helps stakeholders (through co-creation) explore possibilities and develop features that enhance and extend beyond the basic business goals established by the product owner.

Co-creation

Co-creation is the process by which users or stakeholders work as part of a product development team to create features that add strong value to the end product.

User Stories

User stories bring software to life through user experience. Stories are structured to express elements of a software requirement including who, what and why. Each story must be independent, negotiable, valuable, estimable, small and testable.

- **Independent**
User stories must not depend on other stories for functionality.
- **Negotiable**
All user stories must be in alignment with the business goals established by the product owner. This may require some negotiation.

- **Valuable**
User stories must contribute value to the software beyond the basic business goals.
- **Estimable**
User stories must be complete so the developer can estimate how much time it will take to model and code the story.
- **Small**
User stories must be small enough to accomplish during the coding portion of a sprint. In our case, this is a 10-day period of time.
- **Testable**
User stories must be complete enough to produce features that are independent of each other to the extent that they can be tested independently at the end of each sprint.

Conversations

Conversations help developers better understand user stories. Conversations can take place in person or over the phone.

Product Work Log

The product work log is the deliverable from the requirements building process. It includes all complete user stories that are in alignment with business goals.

Sprints

For our purposes, sprints are eighteen-day work periods that include a planning and demonstration meeting, and evaluation, coding and documentation periods. Sprints end with a written evaluation (executive summary) to document and report the sprint.

Planning & Review Meetings

Meetings take place at the end of each sprint and mark the beginning of the new sprint. During the meeting, the developer will demonstrate the completed product from the previous sprint, and stakeholders will work with the product owner to select features from the product work log to add to the upcoming sprint work log. The developer and project manager will be available to offer technical guidance.

Sprint Work Log

Elements from the product work log that have been chosen by the stakeholders and product owner for completion during a designated sprint.

Evaluation

Users are given five work days to test and evaluate the features from each sprint. During this time, users will report bugs or elements that are not working as originally envisioned. Although the evaluation period is only five days, users are encouraged to evaluate on an ongoing basis throughout the sprints.

Coding and Documentation

This is the period of time in which the developer codes the user stories from the sprint work log.

Executive Summary

The executive summary is the reporting element at the end of each sprint. It documents successes, opportunities and obstacles. The executive summary is distributed to agency directors, legislators and development team members.

January 2011						
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December 2011						
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Important Dates	
Requirements Building	
User Stories	
Monday, February 28 – Monday, March 7	
Conversations	
Tuesday, March 8 – Tuesday, March 22	
Product Work Log	
Wednesday, March 23 – Friday, March 25	
Confirmation	
Tuesday, March 29 – Tuesday, April 5	
Sprints	
Planning & Demonstration Meetings	
Friday, April 8	
Monday, April 25	
Thursday, May 19	
Wednesday, June 15	
Tuesday, July 12	
Friday, August 5	
Evaluation	
Coding & Documentation	
Executive Summary	
Production	



Users in, great software out.

Resources

Questions

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Project Web Page

Full URL
<http://omb.alaska.gov/html/information/10-year-plan/abs-fiscal-planning-module.html> or

Tiny URL
<http://tinyurl.com/4o6nxte>

Stakeholder Work Group Presentation

Full URL
http://prezi.com/0d7qq1-ktl_j/users-in-great-software-out/ or

Tiny URL
<http://tinyurl.com/4fgv5vu>