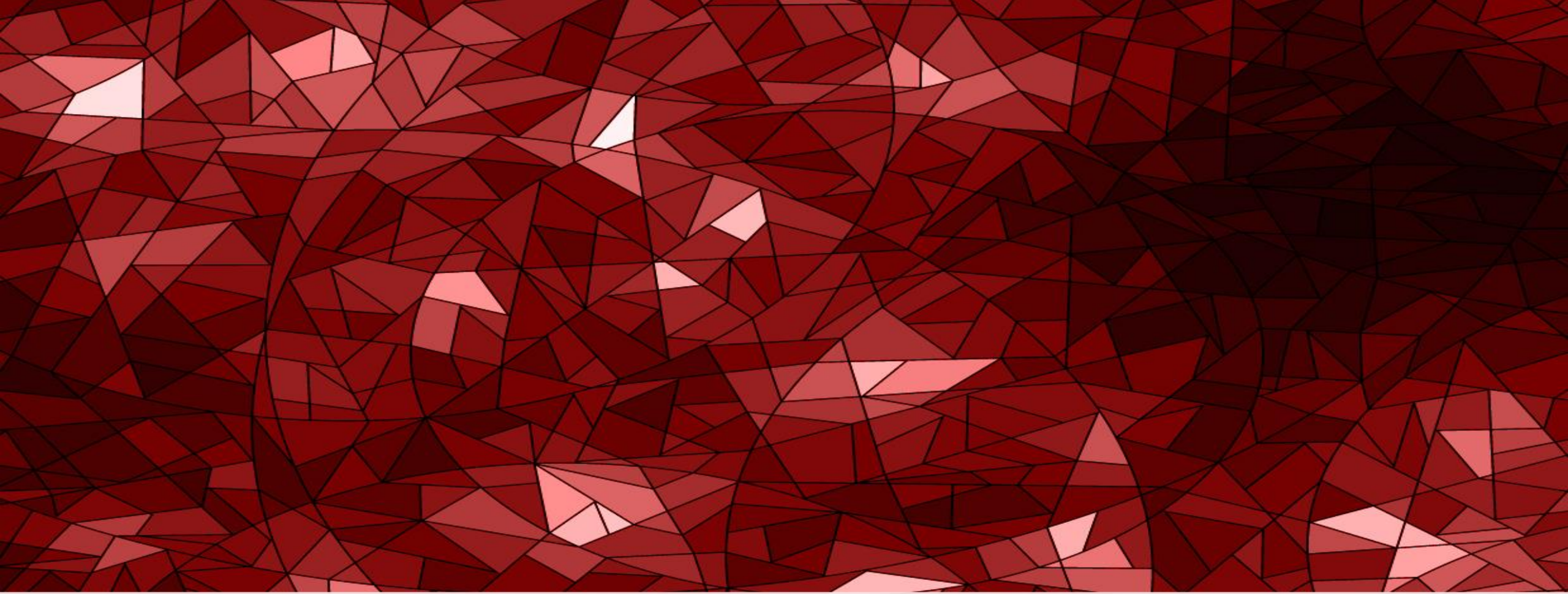

Agile/Scrum Project Management using Microsoft Teams

fppt.com

Agile/Scrum using Microsoft Teams

Agile = division of tasks into short phases of work and frequent reassessment and adaptation of plans

Kaleidoscope = a constantly changing pattern or sequence of objects or elements

Liz Sundet

Microsoft MVP, MBA, PMP, CBAP, CSM

Adjunct Instructor – RCTC/Mayo Clinic

Musician:

Fur-baby:

Biker—"Throttles Not Pedals"

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Connect with me on LinkedIn

- **http://www.linkedin.com/in/lizsundet/**
- **Slides will be posted on SlideShare**

Microsoft® MVP Most Valuable Professional

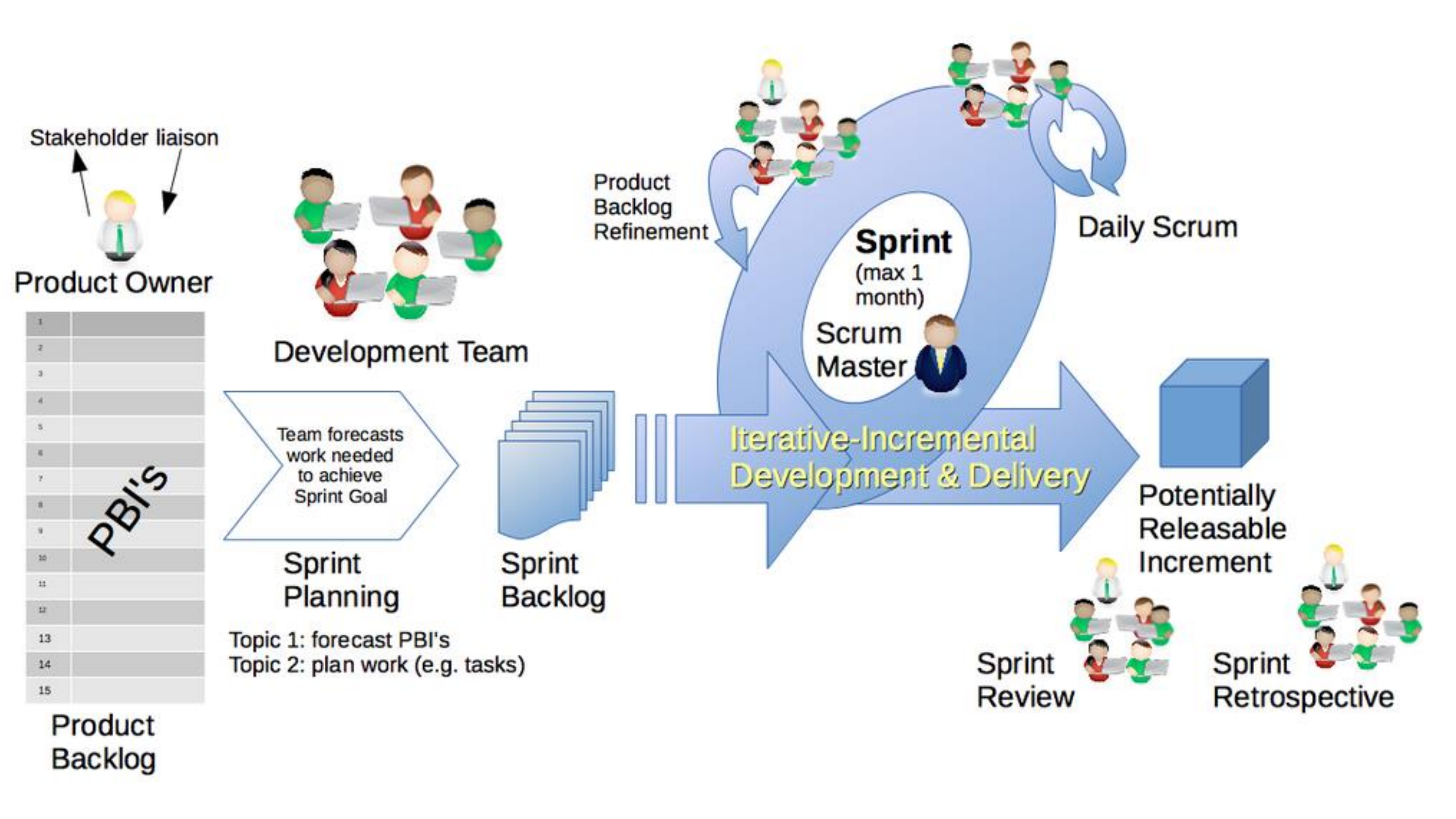
- Scrum/Agile Concepts in Project Management
- How Microsoft Teams works with Scrum Teams
  - Favorite Apps
    - MindMeister
    - Planner
    - Trello
    - Freehand
    - OneNote

•***Individuals and Interactions***
over processes and tools

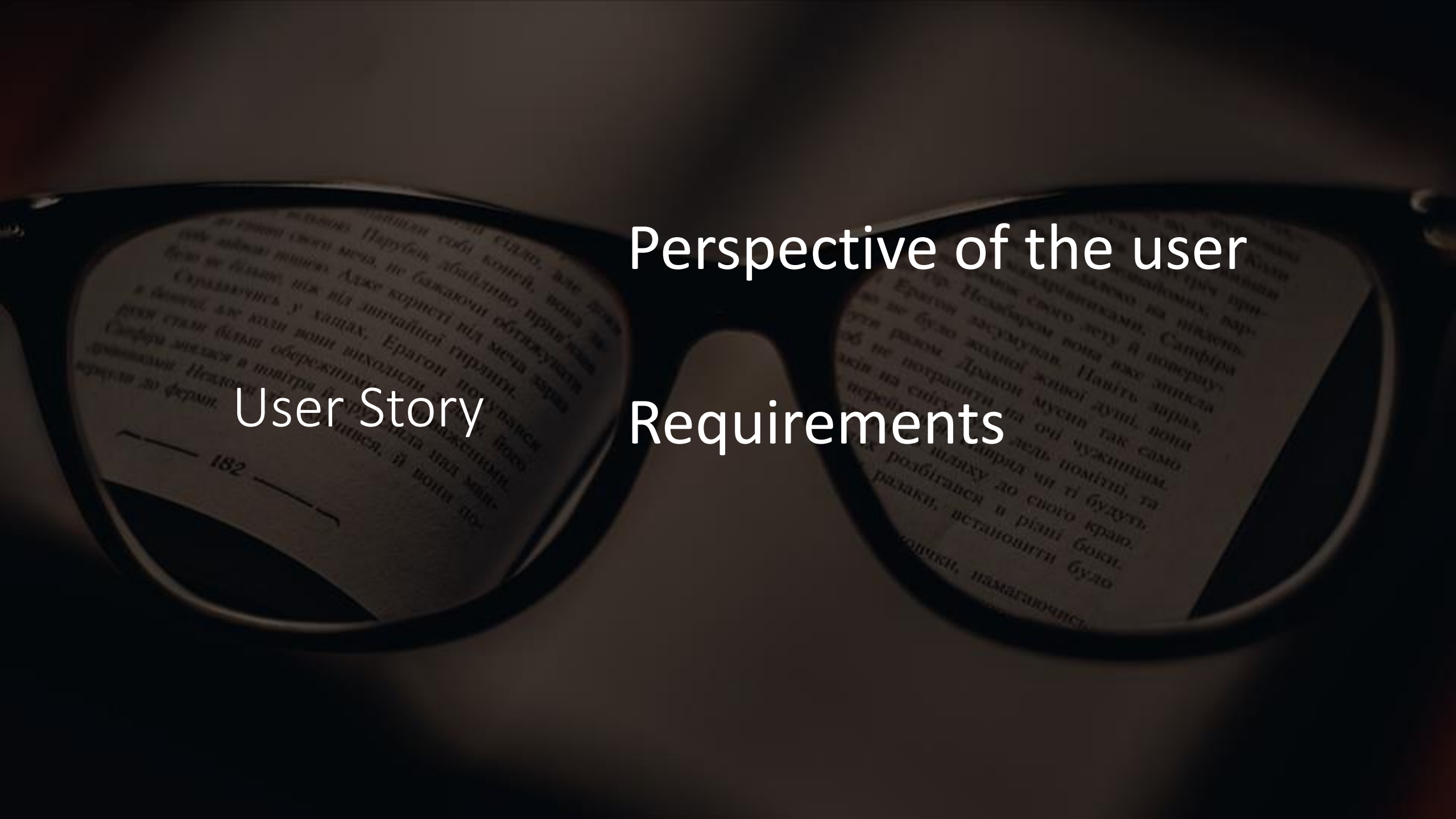
• ***Working Software***
over comprehensive documentation

• ***Customer Collaboration***
over contract negotiation

• ***Responding to Change***
over following a plan


Stakeholder liaison
Product Owner
Development Team
Product Backlog Refinement
Sprint
(max 1 month)
Scrum Master
Daily Scrum
PBI's
Product Backlog
Team forecasts work needed to achieve Sprint Goal
Sprint Planning
Topic 1: forecast PBI's
Topic 2: plan work (e.g. tasks)
Sprint Backlog
Iterative-Incremental Development & Delivery
Potentially Releasable Increment
Sprint Review
Sprint Retrospective

90% of a Project Manager's/Scrum Master's job is spent Communicating


Perspective of the user
User Story
Requirements

Scrum Board

User Stories are recorded

When worked, added to the board to be worked on by the group in a sprint

Tasks are assigned to get the work done to complete the user story

To do, In Progress, Testing and Done are common buckets of work

Everyone on the team can see progress

Why Microsoft Teams works?

Microsoft Teams

Agile principle=Build a solid team Individuals and Interactions over Processes and tools

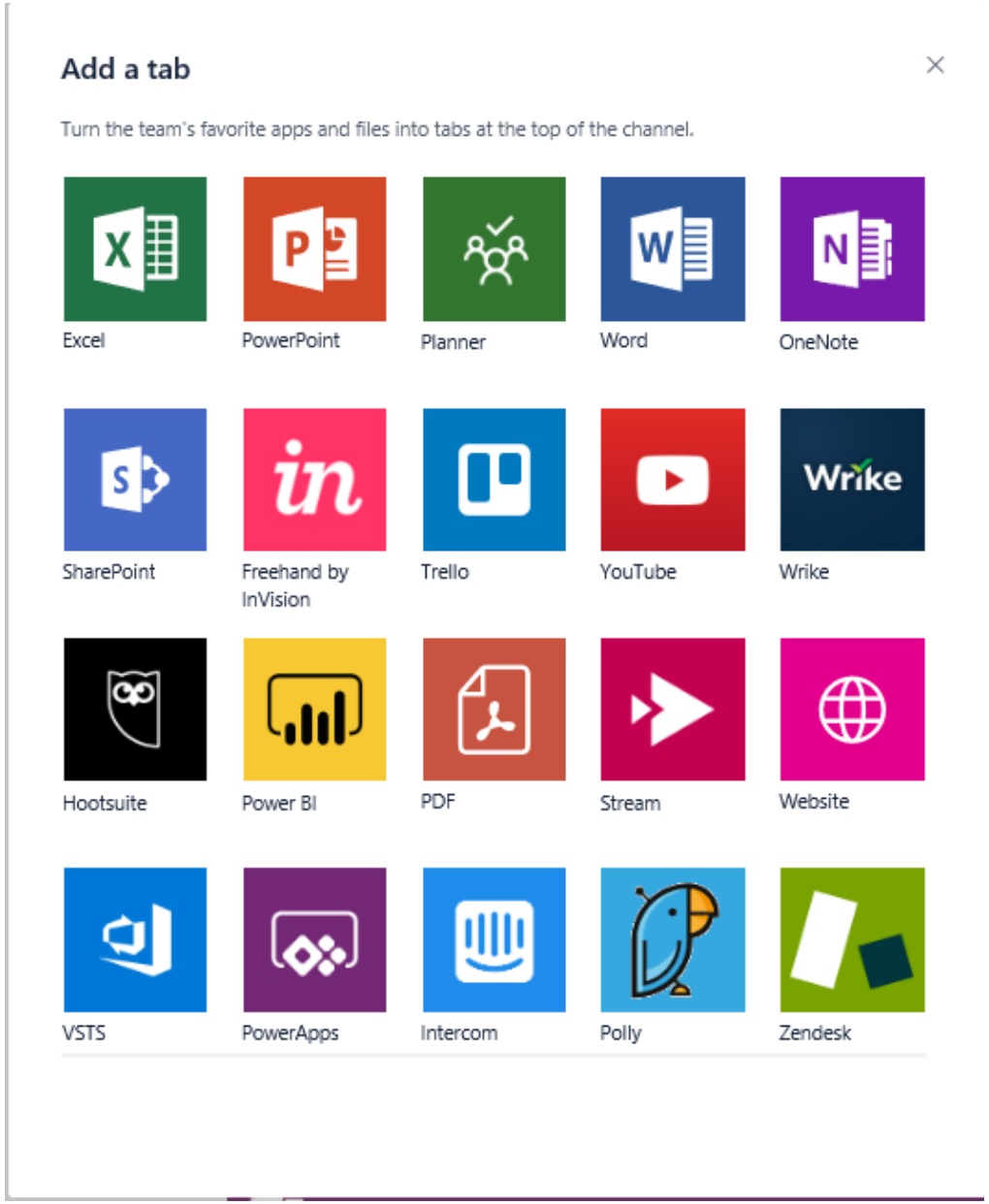
- Give them a foundation of technology
- Allow the team to make choices

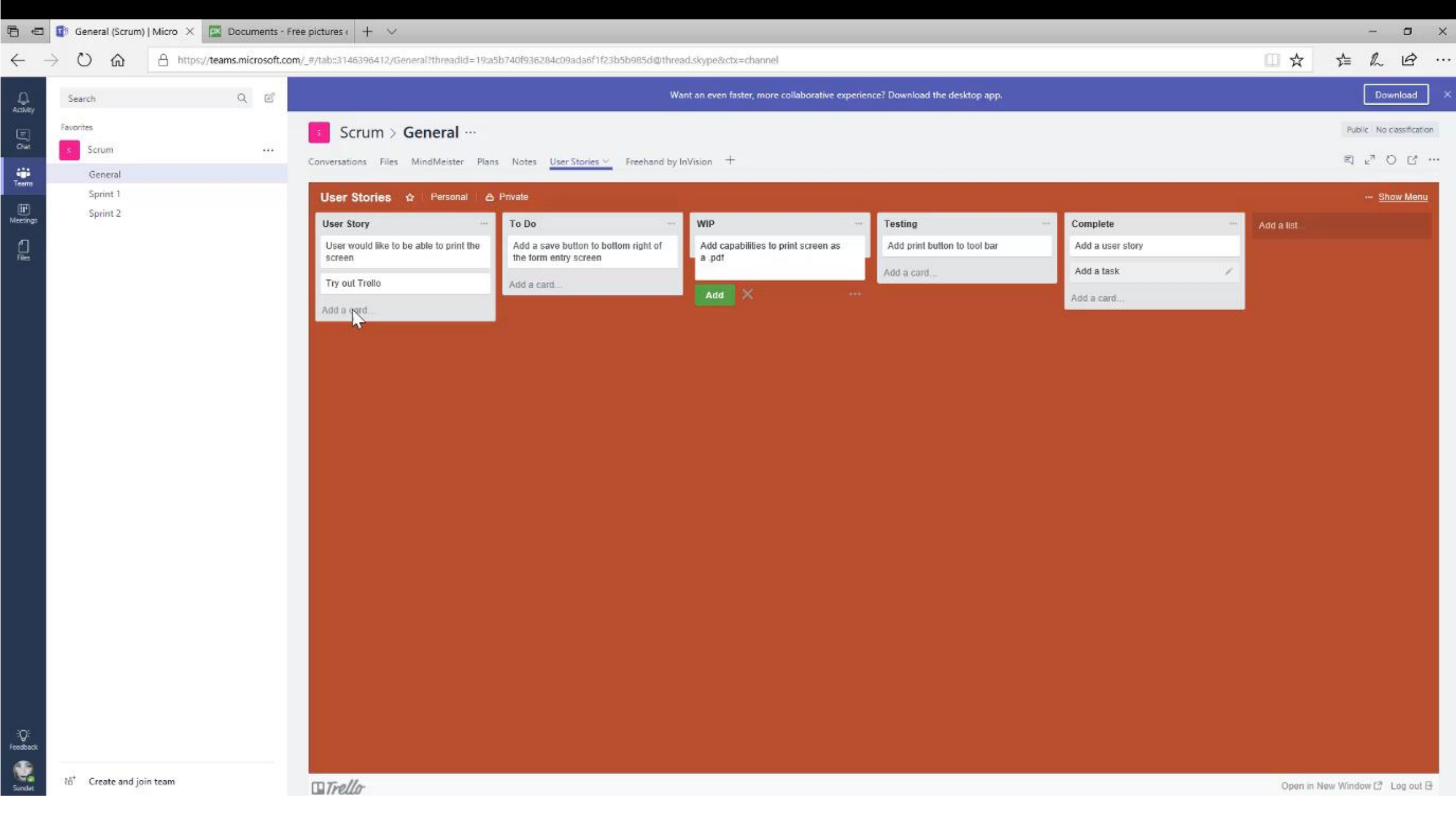
Allow the team to choose their own tools

Add Tabs or App's that support what you want to do

Personal Favorites:

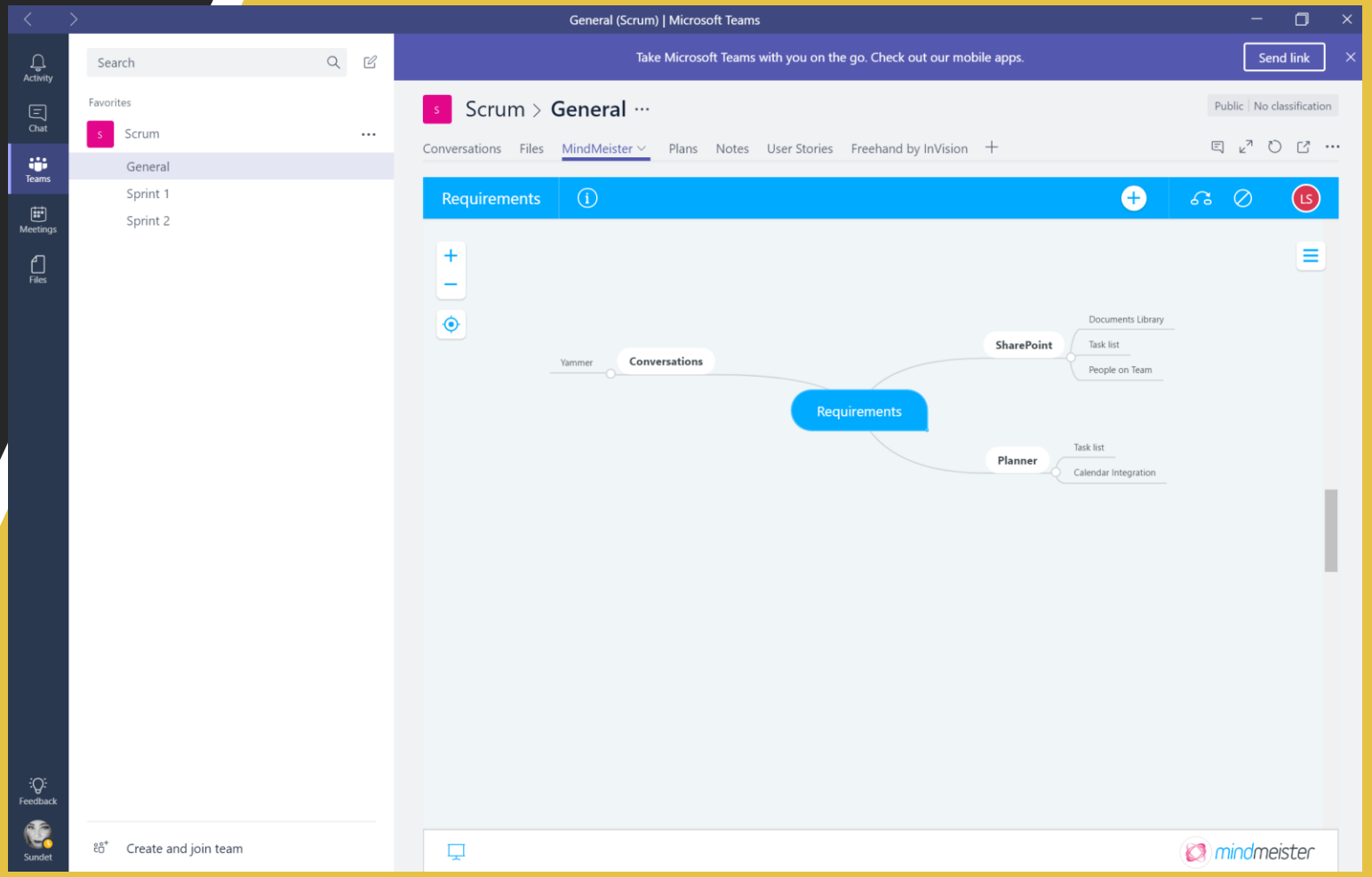
- Trello
- MindMeister
- OneNote
- Freehand
- Power BI




General (Scrum) | Micro
Documents - Free pictures
https://teams.microsoft.com/_#/tab::3146396412/General?threadId=19:a5b740f936284c09ada6f1f23b5b985d@thread.skype&ctx=channel
Activity
Chat
Teams
Meetings
Files
Feedback
Search
Favorites
Scrum
General
Sprint 1
Sprint 2
Create and join team
Want an even faster, more collaborative experience? Download the desktop app.
Download
Scrum > General
Public | No classification
Conversations
Files
MindMeister
Plans
Notes
User Stories
Freehand by InVision
User Stories
Personal
Private
Show Menu
User Story
User would like to be able to print the screen
Try out Trello
Add a card...
To Do
Add a save button to bottom right of the form entry screen
Add a card...
WIP
Add capabilities to print screen as a .pdf
Add
Testing
Add print button to tool bar
Add a card...
Complete
Add a user story
Add a task
Add a card...
Add a list...
Trello
Open in New Window
Log out

Mind Mapping Software---YES PLEASE!!

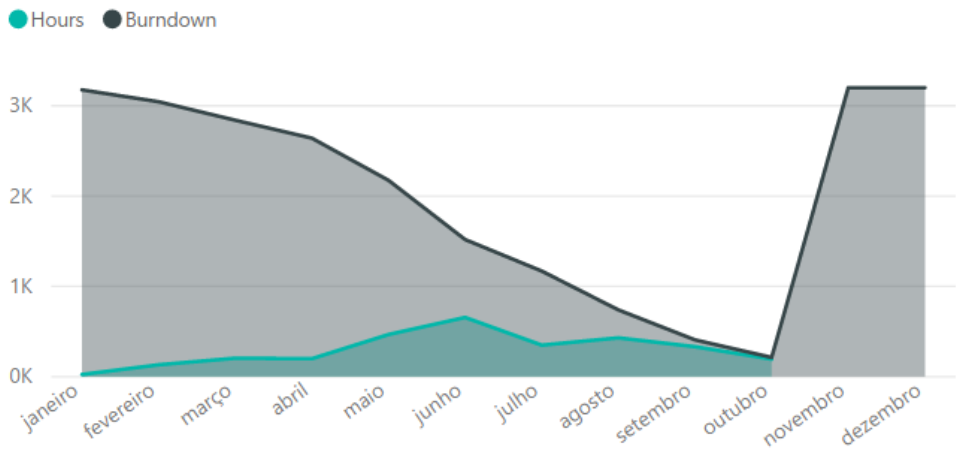
- https://www.mindmeister.com
- https://www.slideshare.net/LizSundetMBAPMPCBAPC/mind-mapping-43699987



No Filter

Mês	Hours	Burndown
janeiro	24.00	3,176.00
fevereiro	131.50	3,044.50
março	204.50	2,840.00
abril	198.84	2,641.16
maio	466.75	2,174.41
junho	656.04	1,518.37
julho	349.08	1,169.29
agosto	429.82	739.47
setembro	332.08	407.39
outubro	194.00	213.39
novembro		3,200.00
dezembro		3,200.00
Total	**2,986.61**	**213.39**

No Filter



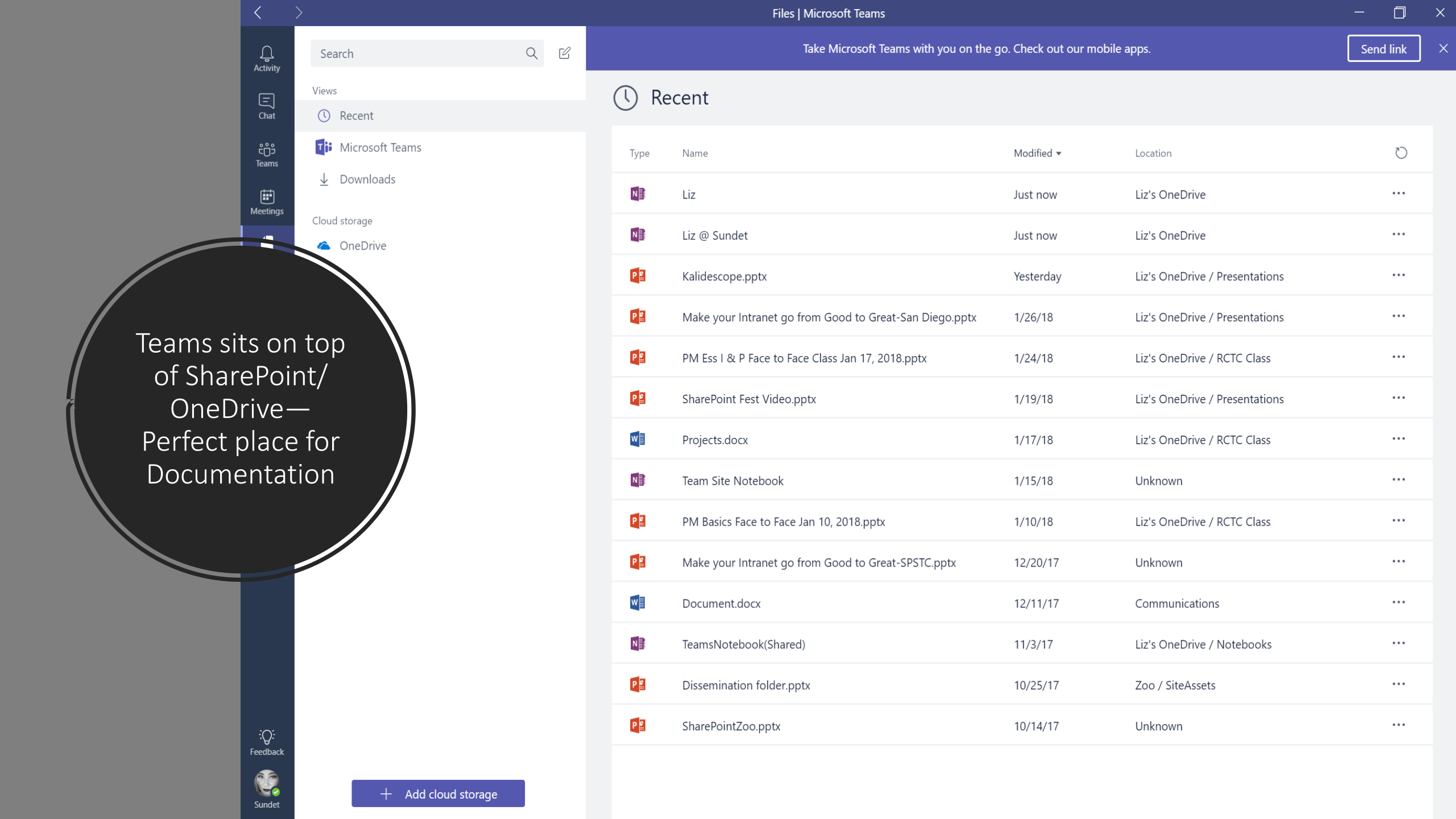
Filter by Customer 1

Mês	Hours	Burndown
janeiro	4.50	3,176.00
fevereiro	15.75	3,087.50
março	9.75	2,878.00
abril	44.50	2,641.66
maio	20.50	2,238.91
junho	7.75	1,539.37
julho	28.25	1,179.79
agosto	22.50	739.47
setembro	23.25	474.64
outubro	4.00	266.14
novembro		3,200.00
dezembro		3,200.00
Total	**180.75**	**266.14**

Use Power BI for BurnDown Charts

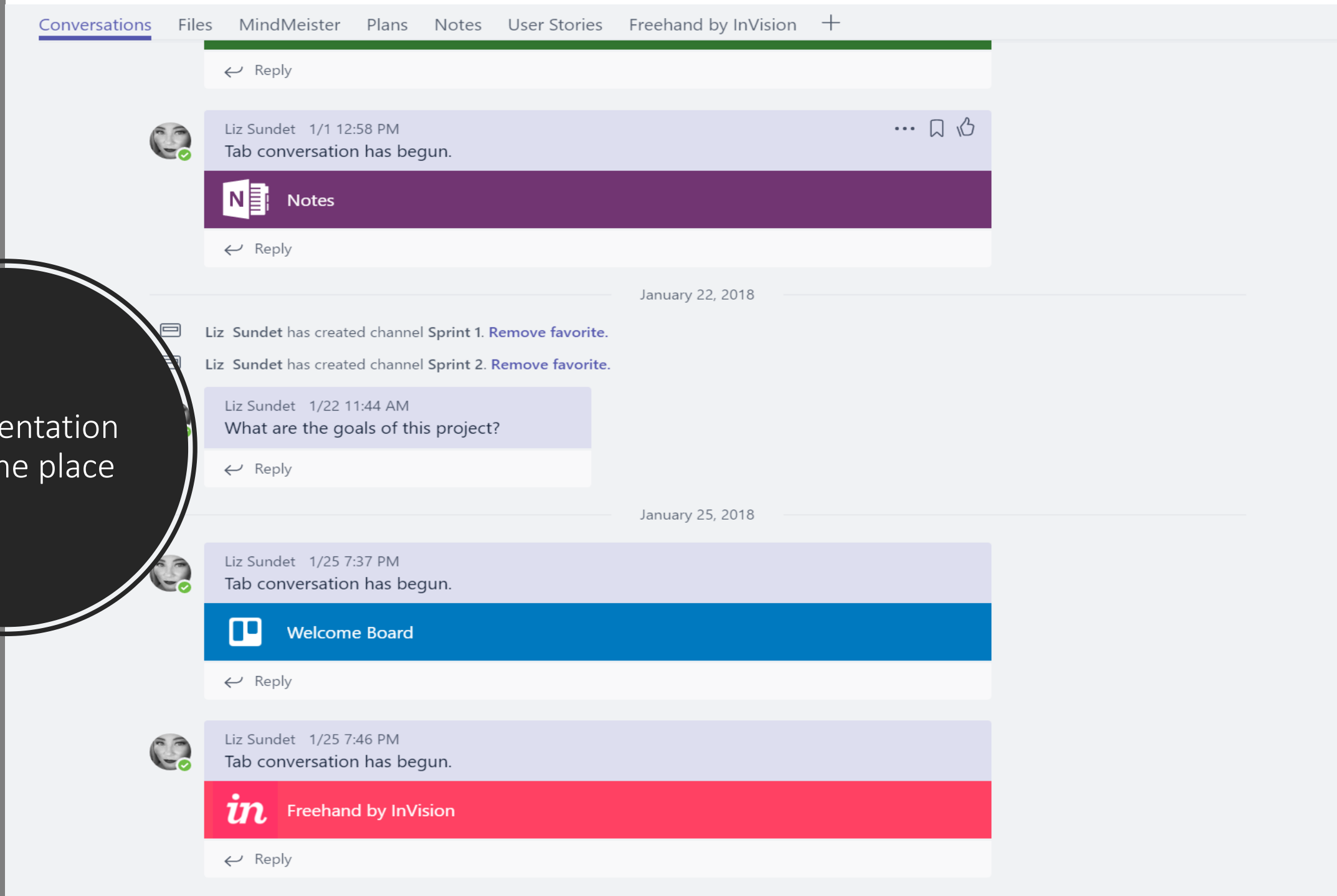
FALSE: There is no documentation in Scrum

Working Software over comprehensive documentation



Teams sits on top of SharePoint/ OneDrive— Perfect place for Documentation

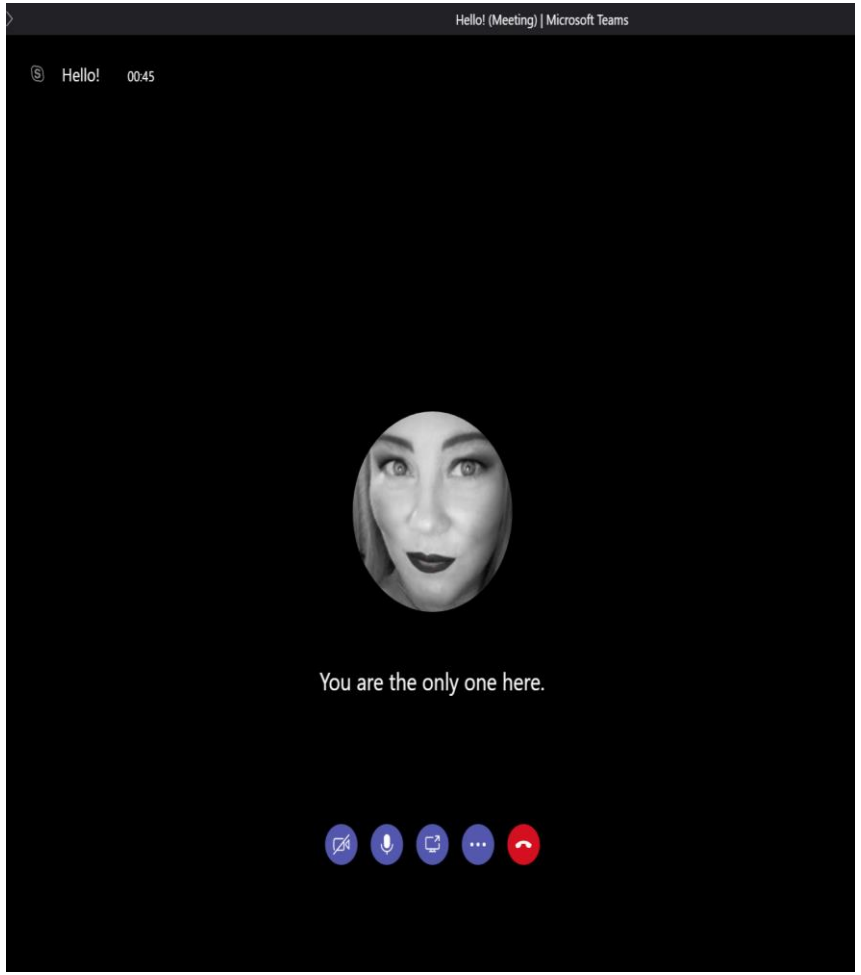
Documentation all in one place



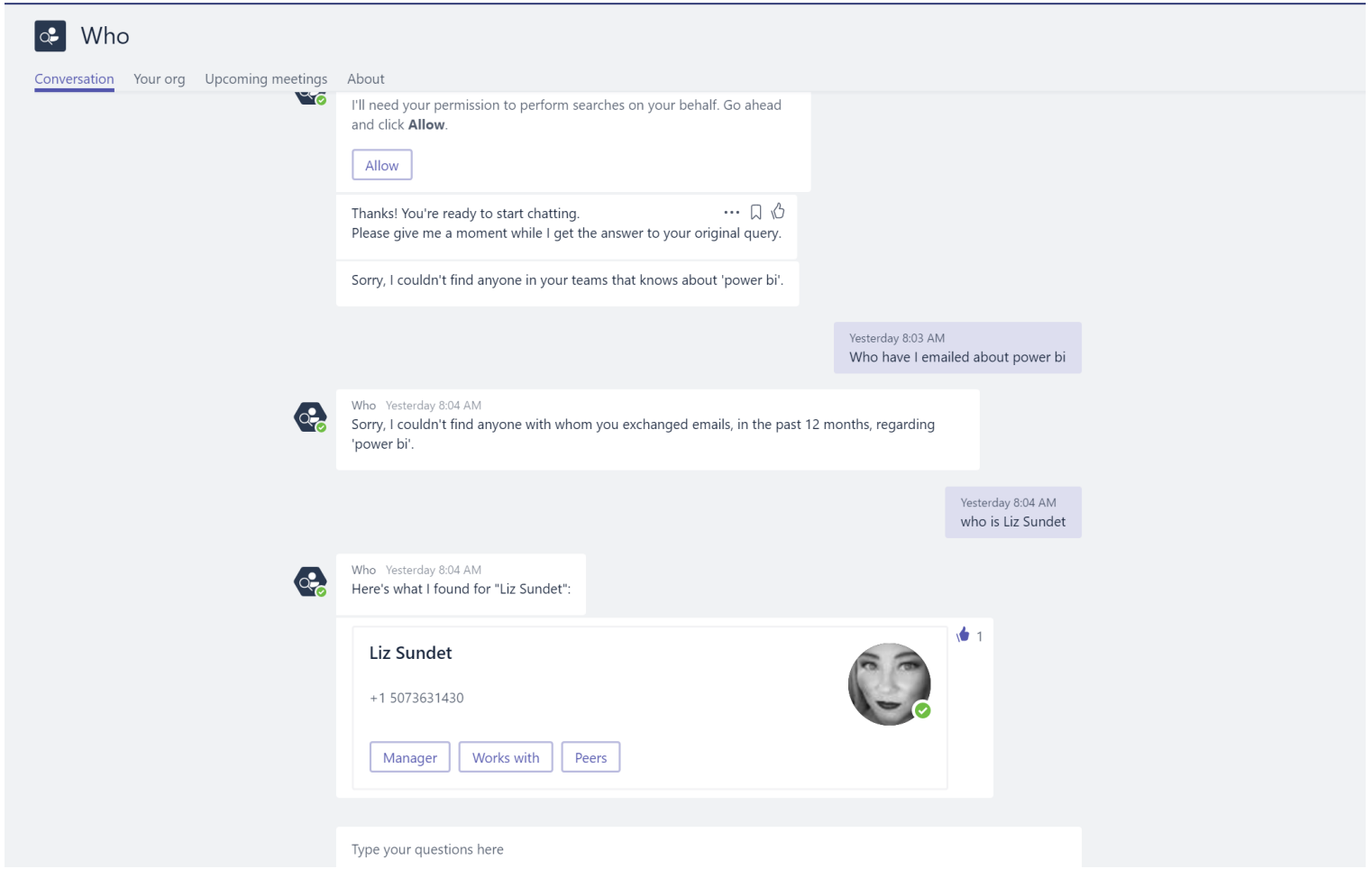
Customer Collaboration over Contract Negotiations

Collaborate

- Skype for Business
- Conversations in channels
  - Use @ mention to better trigger responses
- Chats with team members
- New members to the team can get caught up quickly by seeing what has been done already



Who Bot…


Who
Conversation
Your org
Upcoming meetings
About
I'll need your permission to perform searches on your behalf. Go ahead and click Allow.
Allow
Thanks! You're ready to start chatting.
Please give me a moment while I get the answer to your original query.
Sorry, I couldn't find anyone in your teams that knows about 'power bi'.
Yesterday 8:03 AM
Who have I emailed about power bi
Who Yesterday 8:04 AM
Sorry, I couldn't find anyone with whom you exchanged emails, in the past 12 months, regarding 'power bi'.
Yesterday 8:04 AM
who is Liz Sundet
Who Yesterday 8:04 AM
Here's what I found for "Liz Sundet":
Liz Sundet
+1 5073631430
Manager
Works with
Peers
1
Type your questions here

Never
a failure,
always
a lesson

Retrospectives

- Respond to change
- Find out what works and what doesn’t
- Make adjustments
- Do another sprint

One Team for project

Roll up content with Hub Sites—coming soon!

Want to learn more??

https://3back.com/event/certified-scrum-product-owner-cspo-minneapolis-mn-26905/

Certified Scrum Product Owner (CSPO) – Minneapolis, MN

April 24 - April 25

Liz Sundet

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Adjunct Instructor – RCTC/Mayo Clinic

Musician:

Fur-baby:

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- **Slides will be posted on SlideShare**

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