

software pilots

TRIFORK.

Personal Kanban

Stop wasting your life

Troels Richter 2011

Stop wasting your life

- I'm afraid that too many of us waste our time and effort doing things that adds too little value or sometimes no value at all
 - Attending meetings without purpose and agenda
 - Sending emails that no one reads
 - Establishing something good that noone use
 - Doing something important but with bad timing
 - Doing something not important because we can't follow through on the important and valuable

The goal of this talk

- To convince you that you can add **more value** to life by **visualizing your workflow**
- That you will learn what personal kanban is, the meaning behind it and how it can be used to **improve your workflow and effectiveness**
- that you will try visualize your workflow when you leave this room and start gaining more value from life

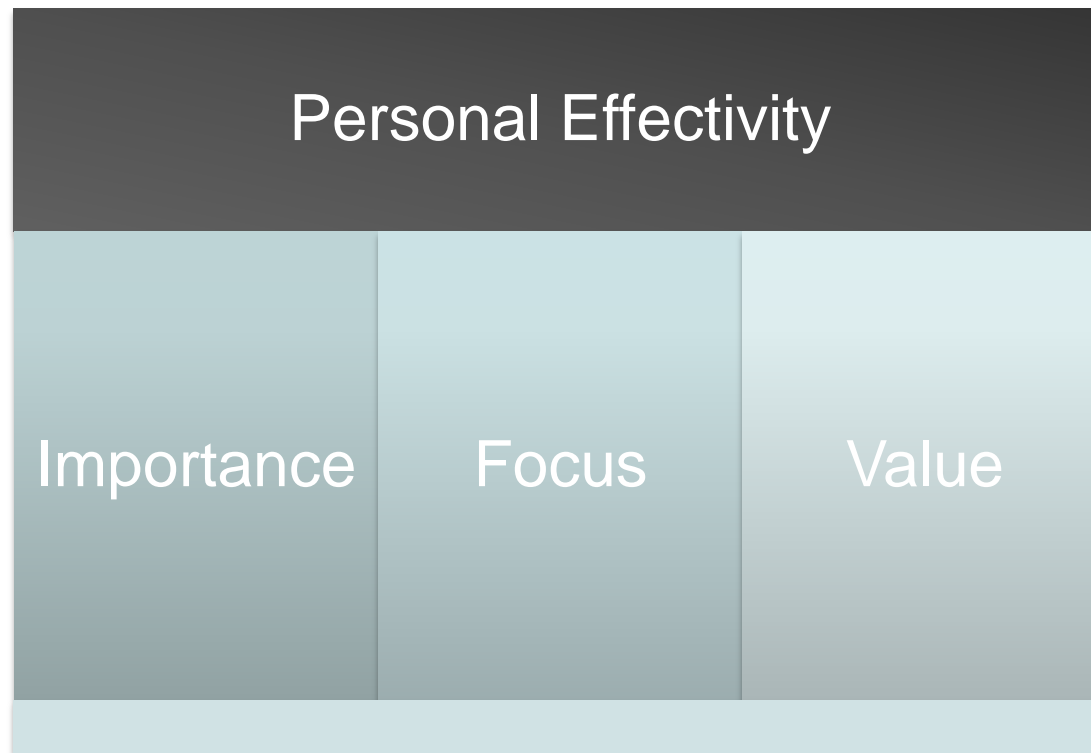
What is Personal Kanban?

- Visualize your workflow
- Limit your work in progress (WIP)
- *A **lean agile** mindset where you continuously try to improve your self*

The goal of Personal Kanban

- By **visualizing your workflow** your work will appear in its own context that is easy to comprehend and easy to reflect upon
- Through reflection you will start to improve your workflow and achieve **more value from less effort**
- By **limiting your work in progress** you will sharpen your focus and achieve a higher throughput

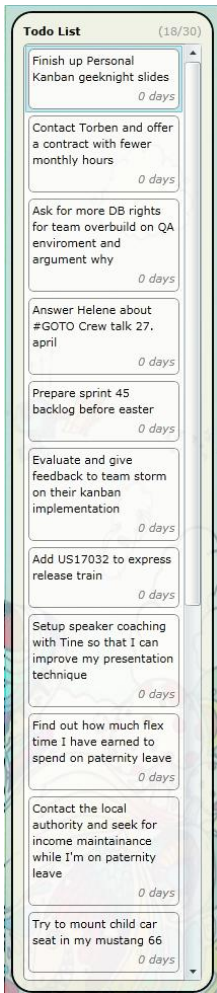
3 Pillars of personal effectivity



1. Pillar: Importance

- Learn to track your work
- Learn to prioritize your work
- Learn to respect your own prioritization

The Todo List



- Positive

- You can learn to track your work and empty your brain
- You can learn the basics of prioritization

- Negative

- No goals → No sense of accomplishment → Demotivating
- Hard to prioritize according to value because it says very little about the nature and context of your work

2. Pillar: Focus

- Limiting work in progress will help you to keep focus
- Combine Personal Kanban with **The Pomodoro Technique**
 - Learn to handle external interruptions
 - Learn to handle procrastination
 - Work focused for 25 minutes and reward yourself with a 5 minute break

3. Pillar: Value

- Visualize your workflow to implicitly learn about your value stream
- Limit work in progress to implicitly help you follow through, increase your throughput and thereby adding more value
- Map your value stream to visualize value adding stages and bottlenecks in your workflow
- Learn about kaizen and integrate it as part of your personality

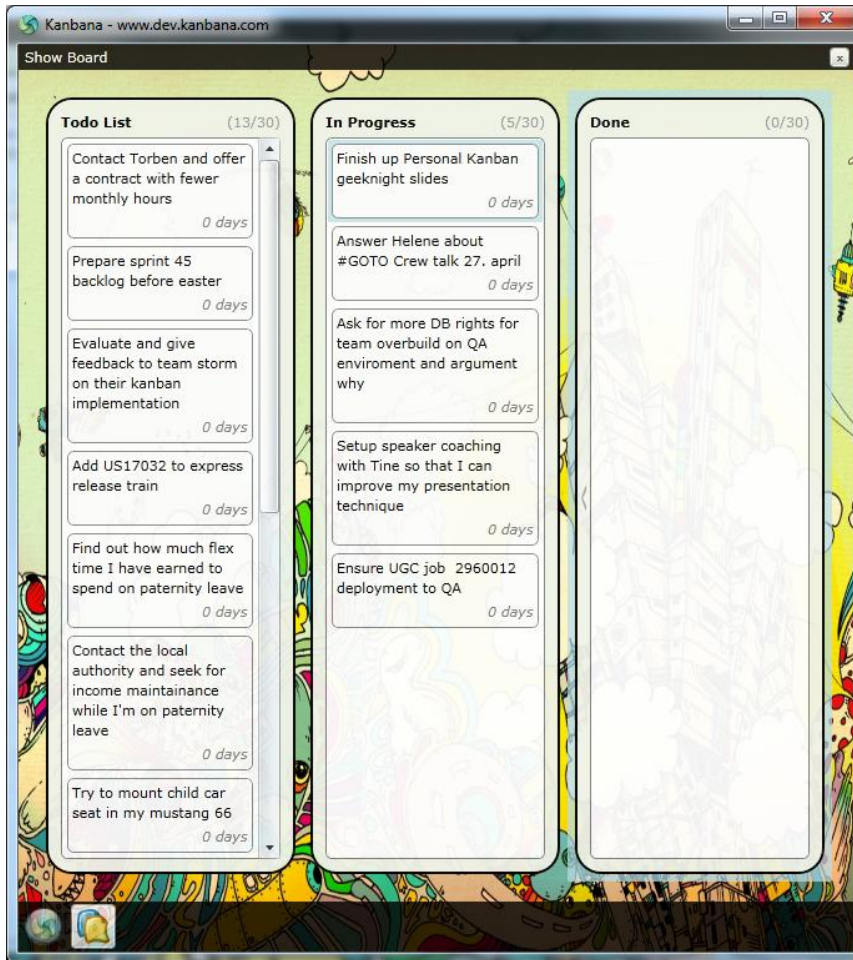
Effectivity over Productivity

- Productivity is measured by quantity against capacity
- Effectivity is measured by value against effort
- *The paradox is that you can be very productive without being effective at all*

Visualizing Workflow

- 1. step: visualize how you work today
 - You probably don't know so keep it simple to start with

Visualize your workflow

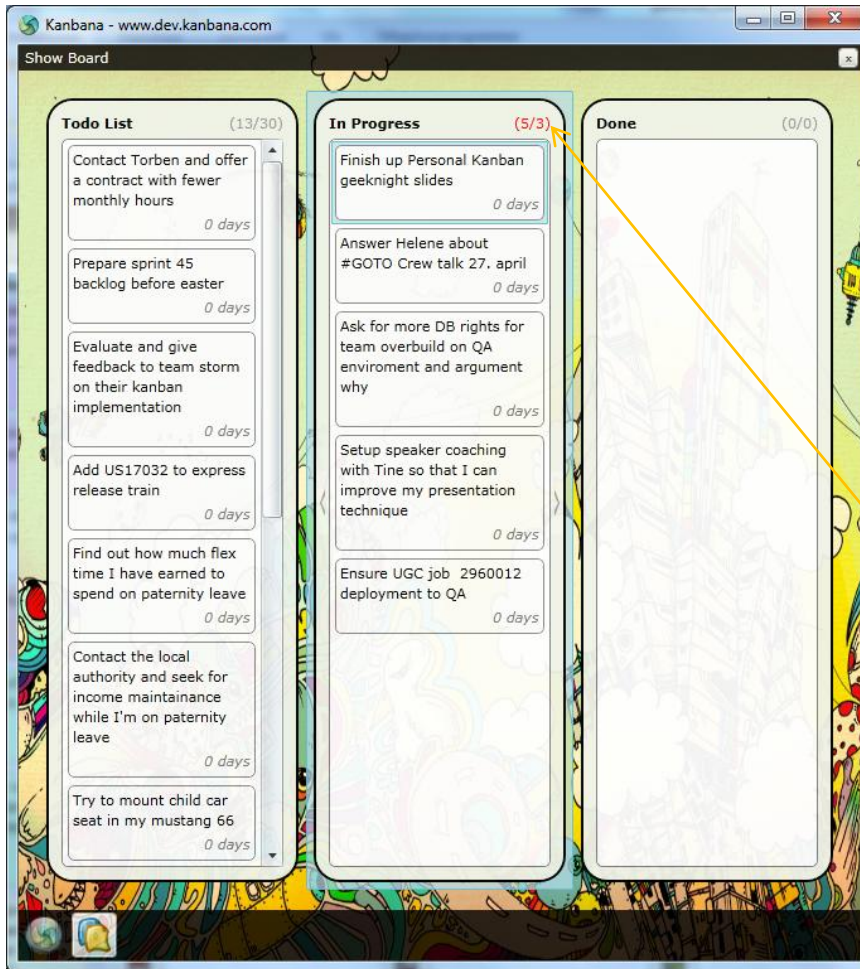


- Positive
 - My work in progress is visible
 - Sense of accomplishment
- Negative
 - Still no goals

Limit work in progress (WIP)

- 1. step: start by setting the limit to what you think it is today
- 2. step: work this way for a week and see what happens
- 3. step: Evaluate
 - Did you have a hard time respecting your own limits? Why?

Limit your work in progress



■ Positive

- Trying to limit my work in progress instead of starting new tasks

■ Negative

- Why do I have so much in progress?
- Why can't I respect my own limit?

Value stream mapping

- Analyze your work in progress
- Do you have any bottlenecks?
- Where do you add value?
- Find out how to ensure that your work is adding value in the end

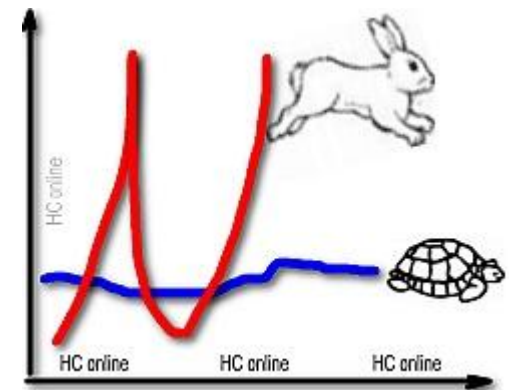
Your value stream

The screenshot shows a Kanban board interface with the following columns and tasks:

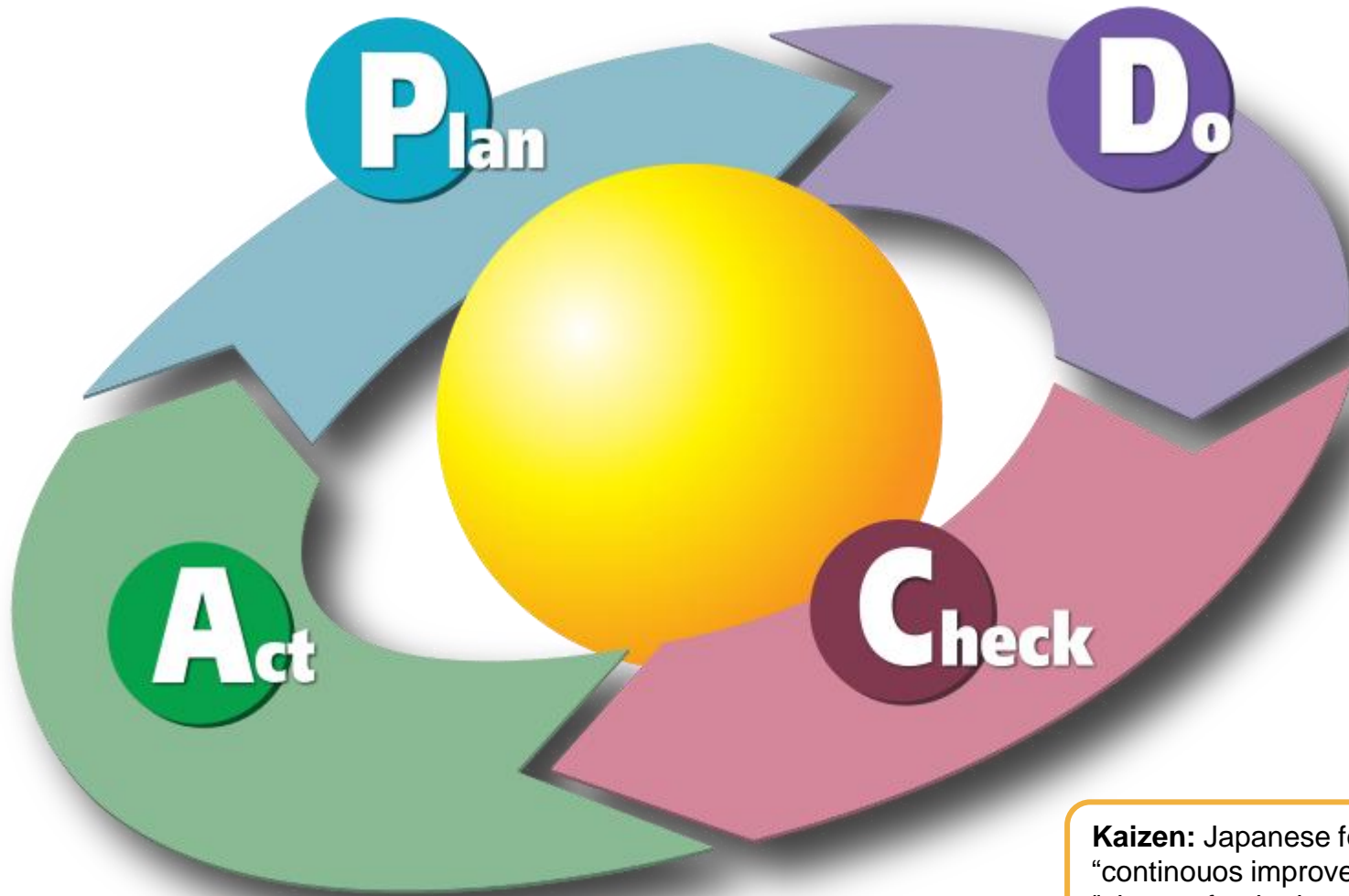
- Todo (13/30)**
 - Contact Torben and offer a contract with fewer monthly hours (0 days)
 - Prepare sprint 45 backlog before easter (0 days)
 - Evaluate and give feedback to team storm on their kanban implementation (0 days)
 - Add US17032 to express release train (0 days)
 - Find out how much flex time I have earned to spend on paternity leave (0 days)
 - Contact the local authority and seek for income maintenance while I'm on paternity leave (0 days)
 - Try to mount child car seat in my mustang 66 (0 days)
- Doing (1/3)**
 - Finish up Personal Kanban geeknight slides (0 days)
- Waiting for feedback (3/3)**
 - Ask for more DB rights for team overbuild on QA environment and argument why (0 days)
 - Ensure UGC job 2960012 deployment to QA (0 days)
 - Answer Helene about #GOTO Crew talk 27. april (0 days)
- Evaluate (1/2)**
 - Setup speaker coaching with Tine so that I can improve my presentation technique (0 days)
- Done (0/30)**

Heijunka

- Your work should now appear in it's own unique context and you can start to make **good informed decisions**
- You now have the knowledge to start **leveling out your workflow**



Kaizen



Kaizen: Japanese for "continuous improvement" or "change for the better"

Goals and accomplishment

- Start every day in front of your personal kanban board
 - Move completed tasks to done, evaluate value and feel good about your self 😊
 - Set daily goals according to WIP
- Pull over Push

Never start your day by checking email – why do you think that is?

Personal kanban flow

Kanbana - www.dev.kanbana.com

Show Board

Prioritized goals (6/10)

- Contact the local authority and seek for income maintenance while I'm on paternity leave *0 days*
- Evaluate and give feedback to team storm on their kanban implementation *0 days*
- Add US17032 to express release train *0 days*
- Help Ditlev make a good presentation at Scrum Forum 7/6 + 8/6 *0 days*
- Find out who to facilitate Scrum Forum open space *0 days*
- #GOTO Send presentationinfo to Helene *0 days*

Todo today (2/5)

- Contact Torben and offer a contract with fewer monthly hours *0 days*
- Try to mount child car seat in my mustang 66 *0 days*

Doing (1/3)

- Finish up Personal Kanban geeknight slides *0 days*

Waiting for feedback (3/3)

- Ask for more DB rights for team overbuild on QA enviroment and argument why *0 days*
- Ensure UGC job 2960012 deployment to QA *0 days*
- Answer Helene about #GOTO Crew talk 27. april *0 days*

Evaluate (2/2)

- Setup speaker coaching with Tine so that I can improve my presentation technique *0 days*
- Find out how much flex time I have earned to spend on paternity leave *0 days*

Done (0/30)

Enrich the context

Kanbana - www.dev.kanbana.com

Show Board

Prioritized goals (6/10)

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Waiting for feedback (3/3)

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- Answer Helene about #GOTO Crew talk 27. april *0 days*

Evaluate (2/2)

- Setup speaker coaching with Tine so that I can improve my presentation technique *0 days*
- Find out how much flex time I have earned to spend on paternity leave *0 days*

Done (0/30)

Expect value for all you do

- Evaluate work according to value
- Describe the purpose/value/goal of what you are doing instead of what you are doing
- Ask you self why instead of what

Less is more

- Less effort is needed the more effective you become
- Limiting your own WIP will probably limit others WIP
- Non important work often spawn other non important work
- Sense of urgency
- Sense of timing

Why do we think there is 8 hours of important valuable work 365 days a year that needs to be done?

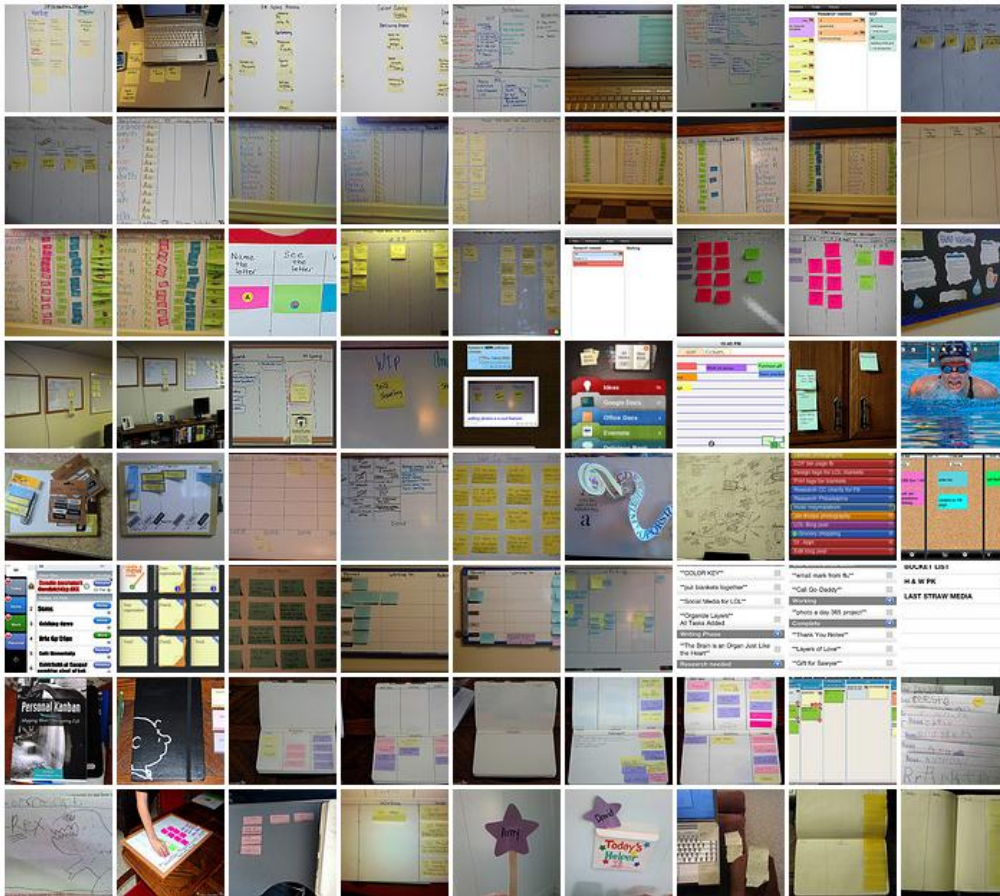
Learn proactiveness

- Give yourself time to think
- Suggest instead of ask
- Always argument why
- Act instead of wait
- Use your circle of influence
- Solve root problems not symptoms
- Never give up

The beauty of personal kanban

- Simple
- Highly adaptive
- You will become more and more effective and gain more value over time
- Self developing

Can be used widely



Personal Kanban photos by Patty Beidleman

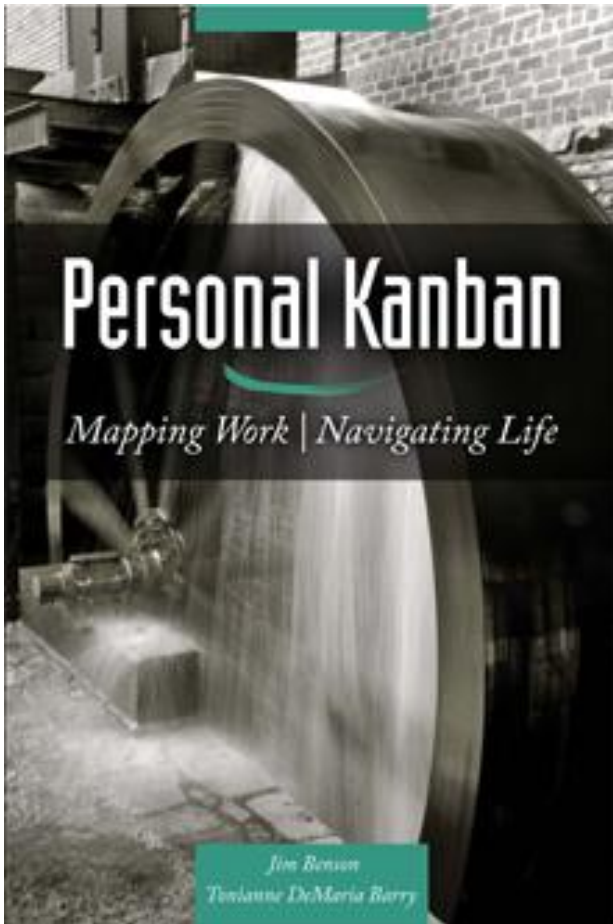
BECOMING AN AGILE FAMILY
BY Maritza van den Heuvel

Kidzban – Kanban for Your Classroom



First try ABC's Personal Kanban

PersonalKanban.com



Jim Benson

@ourfounder ÜT: 47.435413,-122.307977

I have always respected thoughtful action.

<http://ourfounder.typepad.com>



Tonianne

@Sprezzatura Bethesda/DC via NYC

History | Photography | Architecture &

Design | Lean Kanban Systems Thinking |

Will work for oysters, Highland Park 30

<http://www.personalkanban.com/pk/personal-kanban-the-book/>

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Evaluate value

- Back to the goal of this talk
 - To convince you that you can add **more value** to life by **visualizing your workflow**
 - That you will learn what personal kanban is, the meaning behind it and how it can be used to **improve your workflow and effectiveness**
 - That you will try visualize your workflow when you leave this room and start gaining more value from life

Kanbana – improve your workflow

The screenshot displays the Kanbana web application interface. The browser window title is "Kanbana - www.dev.kanbana.com". The interface features a "Show Board" button and a Kanban board with six columns:

- Next Milestone (6/10)**: Contains five task cards with due dates of 5 days.
 - As a out-of-browser user new versions of kanbana should be released automatically
 - issue: the cursor dissappears if you inline edit and moves the cursers to the end with left/right key
 - issue: when you create a new story "answer alicia about calendar" and try to inline edit it not all text is shown
 - As a admin I would like users to give feedback through kabnana
 - As a user I would like kanbana to have the right icon when I install it out of the browser
 - As a user running out of browser the window should autosize or save last dimensions when starting kanbana
- Developing (0/1)**: Empty column.
- Refactor (0/3)**: Empty column.
- Comitted (0/6)**: Empty column.
- Testing (7/6)**: Contains five task cards with due dates of 5, 5, 5, 5, and 7 days.
 - error: when creating the first story after an account is created
 - Issue: if you close the board, logins, open the launcher and close the launcher the board disables
 - As a user you should be able to inline insert a story on empty stages
 - As a user inline editing should be canceled by pressing escape
 - As a user I would only like to see commands in the top 3 of the launcher that I as an user has executed so that login isn't shown
 - As a user of kanbana launcher edit stage command should be hidden
 - As a user I would like to be able to delete the selected stories by pressing "delete"
- Done (6/6)**: Contains four task cards with due dates of 20, 26, 33, and 26 days.
 - error: when you try to drag a story to the end or start you will get an out of range exception
 - issue: stage limit is not databound correctly when you edit stage
 - release screencast to youtube and maybe other medias?
 - As a possible future user of kanbana I want to see the screencast when i visit <http://kanbana.com>
 - Prepare screencast content. create bullets for a screencast manuscript
 - Record screencast

<http://kanbana.com>

Where to find me?

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Training: May 9-10 // Conference: May 11-13



www.gotocph.com

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Kvalitet, sikkerhed og effektivitet. Det er nøglen, når Trifork Public leverer it-løsninger til den offentlige sektor. Med fokus på især sundhedsområdet er vi blandt de førende rådgivere og leverandører af it-infrastruktur.

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Digtet overvågning, kontrol og rapportering er nogle af de udfordringer banker og sparekasser står overfor. Trifork Finance udvikler software-løsninger, effektiviserer og optimerer kundens it-organisation.

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Agile Brains

"Our goal is to provide simple tools that increase your personal productivity and continuously helps you reflect and discover a better way of working."

Agile Brains

Time is our most valuable asset in life and we want you to get the most value out of it. Therefore we are very interested in methodologies that increases personal productivity and helps you reflect upon your own way of working and improve it continuously over time.

Twitter

Troels Richter - 18 apr 11 @ 12:11
"#PersonalKanban - Stop Wasting Your Life" still a few seats left 26/4 in Copenhagen http://bit.ly/fqza6Q
Aarhus is sold out #effectivity

Troels Richter - 13 apr 11 @ 21:10
#silverlight5 beta released http://bit.ly/XPfzgz - looking forward to use some of the features and improvements in @kanbana

Troels Richter - 1 apr 11 @ 6:40 P
give a free talk "#PersonalKanban - Stop Wasting Your Life" 4:26 in CPH http://bit.ly/fqza6Q and 04:26 in AAR http://bit.ly/gRPTfW [DK]

<http://agilebrains.dk>



troelsrichter

"#PersonalKanban - Stop Wasting Your Life" still a few seats left 26/4 in Copenhagen <http://bit.ly/fqza6Q>
Aarhus is sold out #effectivity

about 23 hours ago via web

topsurf "if you're doing something the same way you have been doing it for ten years, the chances are you are doing it wrong." #kaizen #pkflow

3:04 AM Apr 18th via web

Retweeted by troelsrichter

#silverlight5 beta released <http://bit.ly/XPfzgz> - looking forward to use some of the features and improvements in @kanbana

2:10 PM Apr 13th via SaaSme twttr

Kanbana Sign up for the upcoming beta and get invited to be an early adopter right away. Accounts are limited so hurry up. :) <http://kanbana.com>

<http://twitter.com/troelsrichter>

Name Troels Richter
Location Denmark
Web <http://troelsrich...>
Bio Scrum Master and Agile .NET Developer
<http://agilebrains.dk>
<http://kanbana.com>
<http://shellight.codeplex.com>
#Silverlight #wp7 #Productivity #Pomodoro

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Categories
None

Archive

How to add MouseDoubleClick events to Silverlight 4
tirsdag, 9 november 2010 22:18 by [dømmer](#)

In Silverlight 4 there is no support for mouse double click events. The best work around from my point of view is to implement a double click behavior that exposes a double click event.

This is how the Xaml will look like if you want something to happen when a user double clicks on a grid:

```
<Grid>  
<Interactivity:Interaction.Behaviors>  
<MouseDoubleClickBehavior MouseDoubleClick="Grid_MouseDoubleClick" />  
</Interactivity:Interaction.Behaviors>  
</Grid>
```

It is by far a beautiful programmer experience but I think it is the best solution as it is right now.

<http://www.blog.troelsrichter.dk/>

Extra

Pomodoro Kanban

Kanbana - www.eap.kanbana.com

Show Board

- Personal Backlog (8/12)**
 - add US17032 to express release (0 days)
 - Prepare sprint 45 backlog before easter (2 days)
 - I have 4 days of vacation before 1/5. what do I do? (9 days)
 - synchronize portfolio planning with [redacted] and arrange next step. team darkframe? (21 days)
 - move all retrospective goals in rally one iteration back (19 days)
 - Help [redacted] make a good presentation at scrumforum 7/6 + 8/6 (14 days)
 - Evaluate requirements for 33% ownership (21 days)
 - GOTO Send presentation info to Helene (27 days)
- Teamwork (1/3)**
 - handle UGC Cruise Control problem (20 days)
- Todo Today (3/6)**
 - release planning for sprint 44 (14 days)
 - follow up on UGC 2960012 deployment to QA (20 days)
 - register time for last week (2 days)
- Pomodoro (1/1)**
 - Create first version of slides to personal kanban geeknight (13 days)
- Waiting for feedback (4/4)**
 - Renegotiate [redacted] contract before 1/4 (34 days)
 - Can team overbuild have more db rights? (19 days)
 - Answer Helene about GOTO Crew talk 27. april (13 days)
 - Establishment (26 days)
- Daily Scrum (1/10)**
 - SOS 12:30 (1 day)
- Done (10/10)**
 - Try to get an overview of our must win battle mapping in excel (15 days)
 - create deployment story for sprint 45 including 2 asset jobs (2 days)
 - Give feedback on team storm kanban board (2 days)
 - follow up on brickset release (1 day)
 - Evaluate Team Storm Kanban Board 10-11 (7 days)
 - Get on top of sprint 44 after being ill for 3 days (1 day)
 - call jbo (0 days)
 - Handle inbox (10 marked emails) after being ill (1 day)
 - close sprint 43 (0 days)
 - Reserve meeting rooms for review+retro+planning going forward (7 days)

02 min.

Visualizing Bottlenecks

