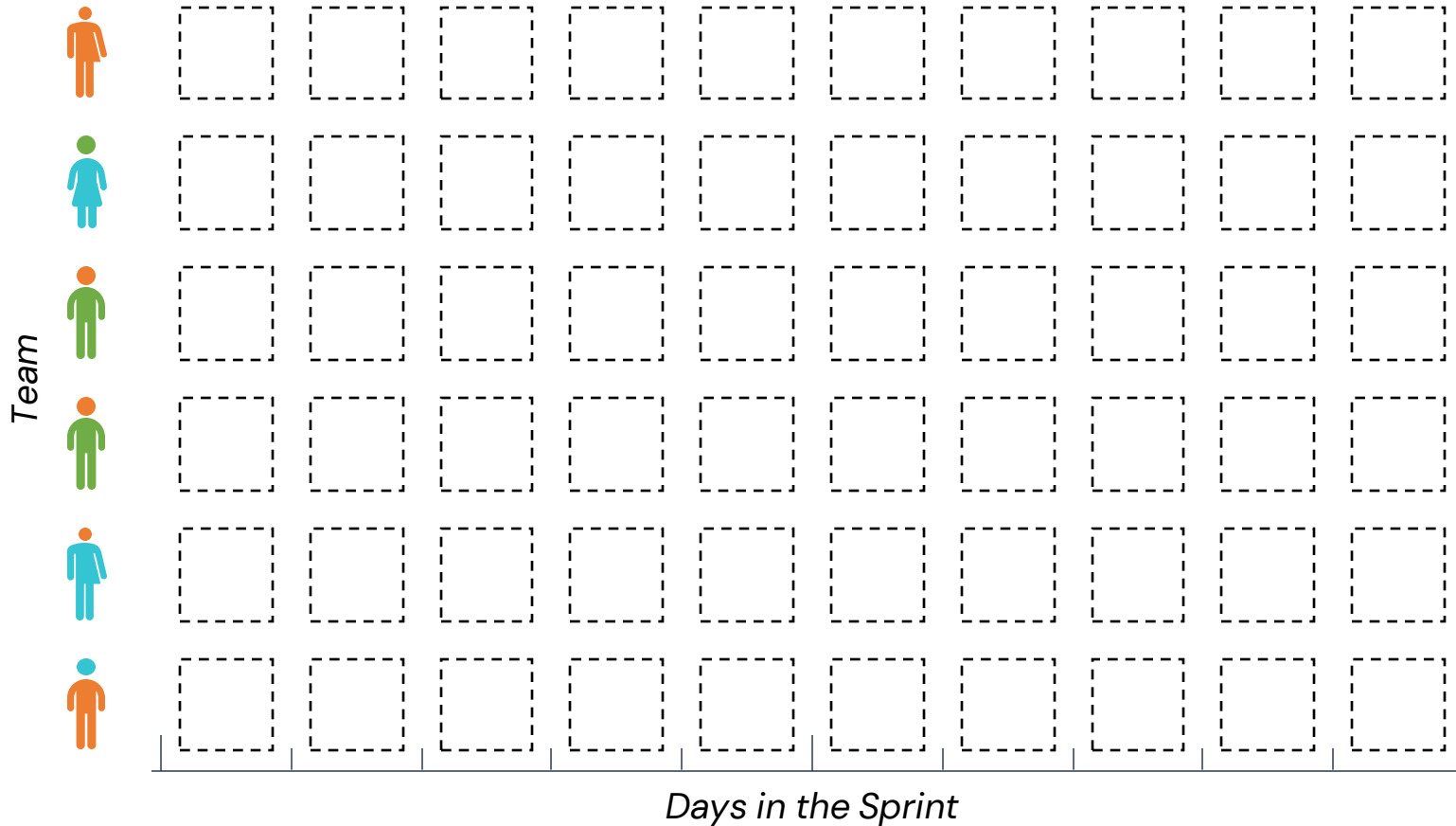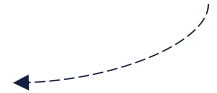# Six Steps to Higher Team Performance

(and better estimates)
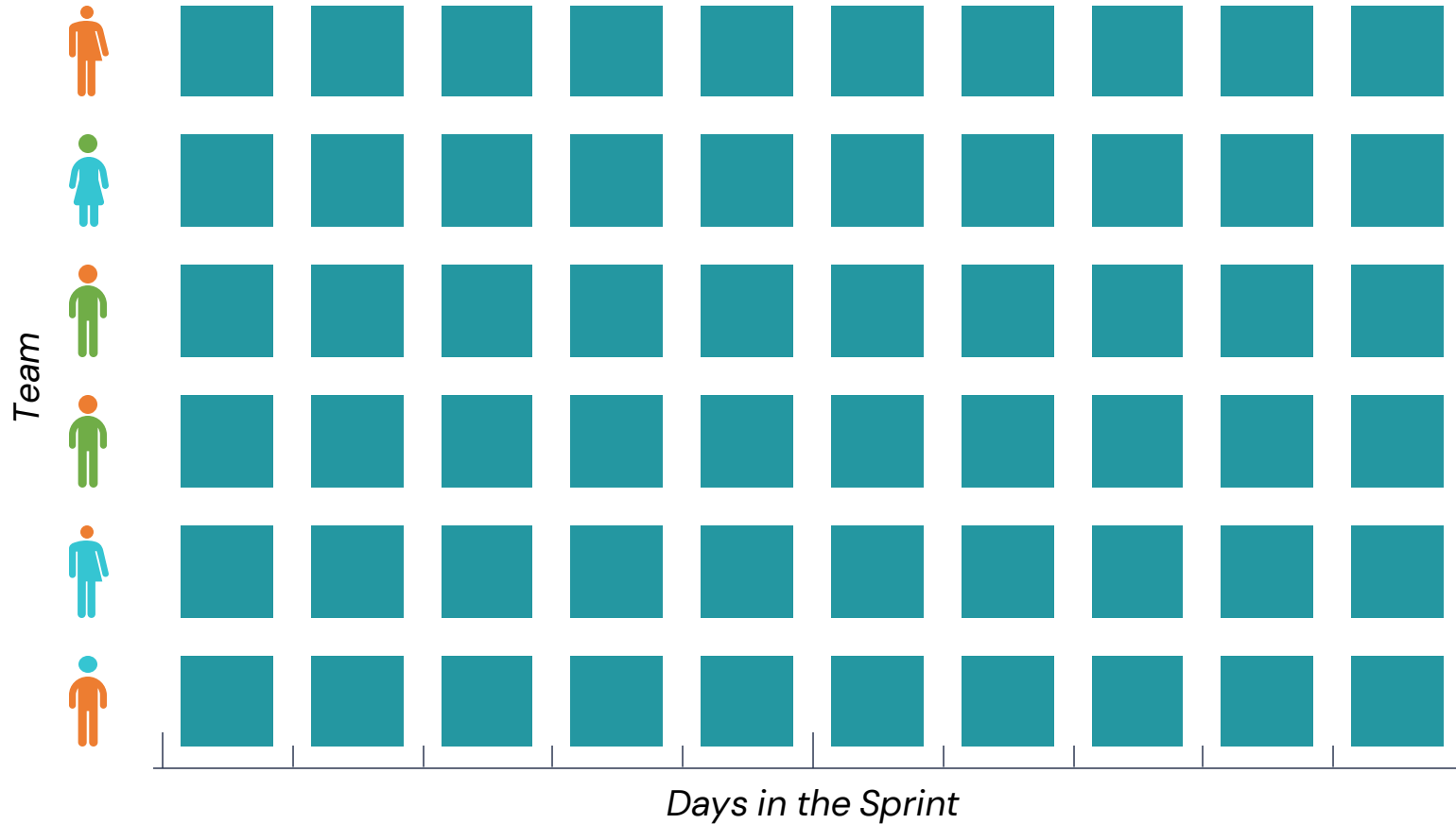
Team

Some ways of using your time are more effective than others!

Days in the Sprint
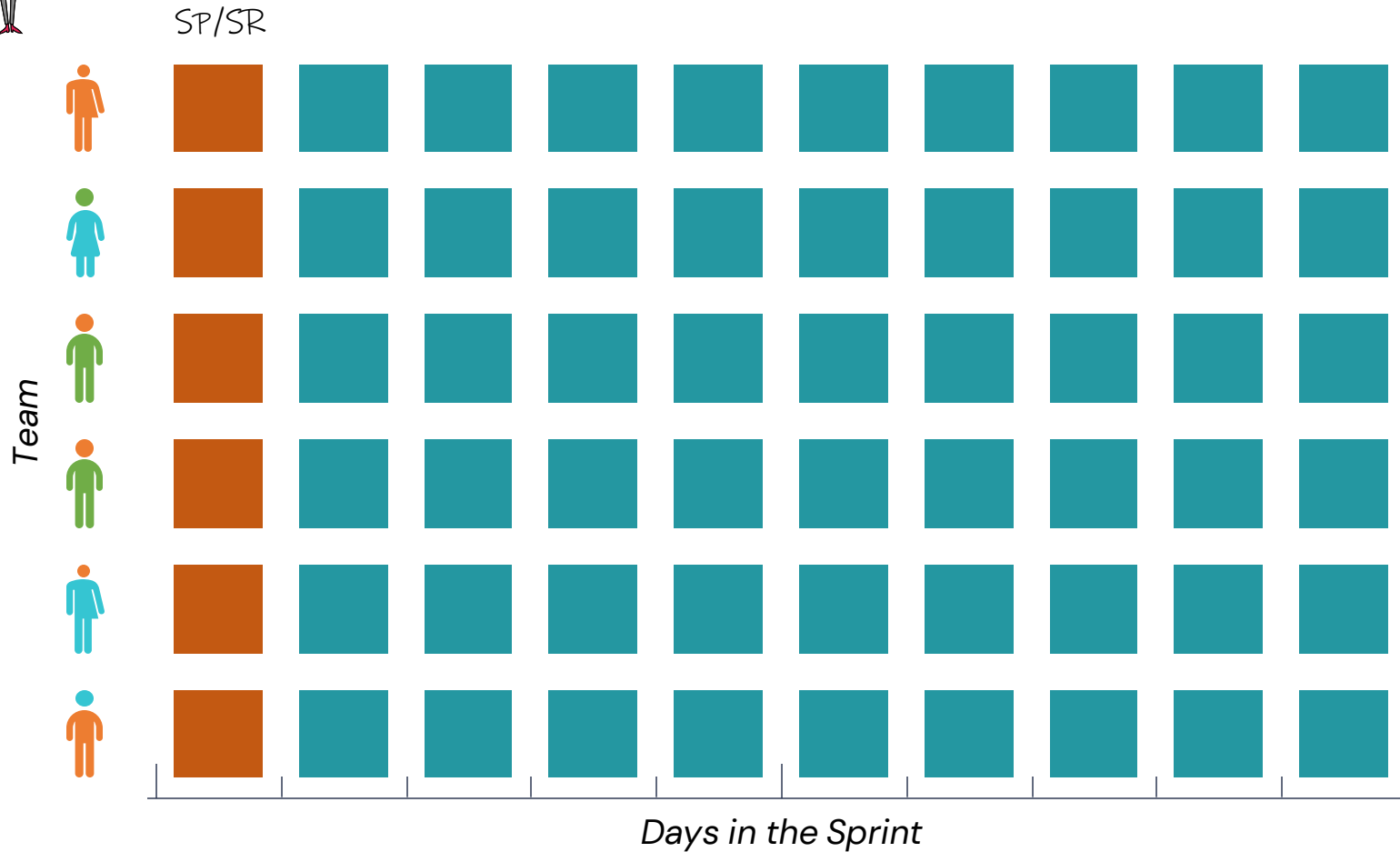
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Contact Peter

1. Visualize the Sprint

"Each square represents one person and a full working day"

Team

Days in the Sprint

RC1

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2. Account for Scrum Events

Two-week sprint: ½ day at the beginning and ½ day at the end

SP/SR

Team

Days in the Sprint

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3. *Account for other meetings*

Knowledge workers report spending up to 45% of their time in meetings!

SP/SR

Team

*Days in the Sprint*

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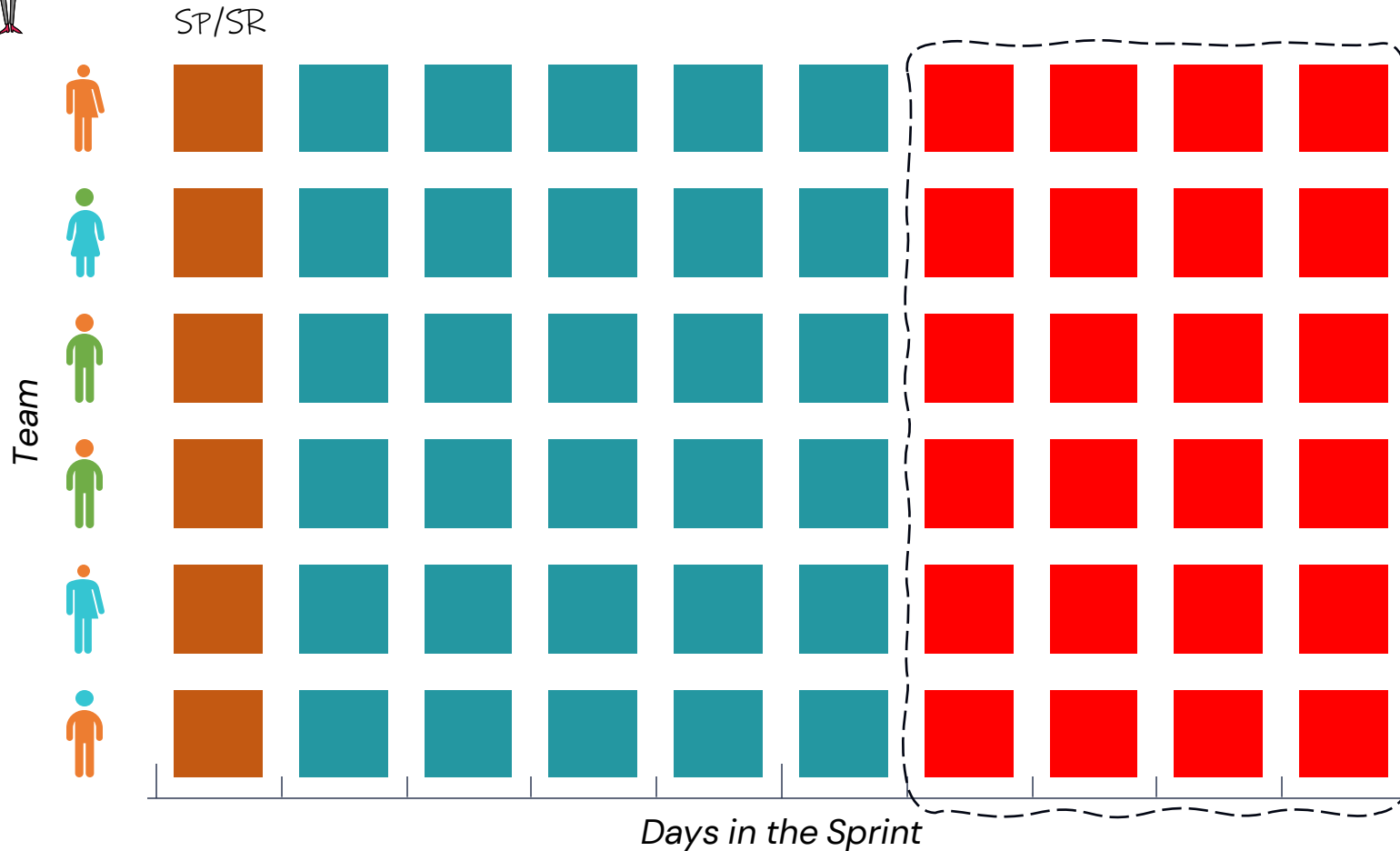
4. Cancel outside meetings

"Stakeholders review status in the Sprint Review and influence requirements during Backlog Refinement. The Scrum Master can deal with the bureaucracy!"

SP/SR

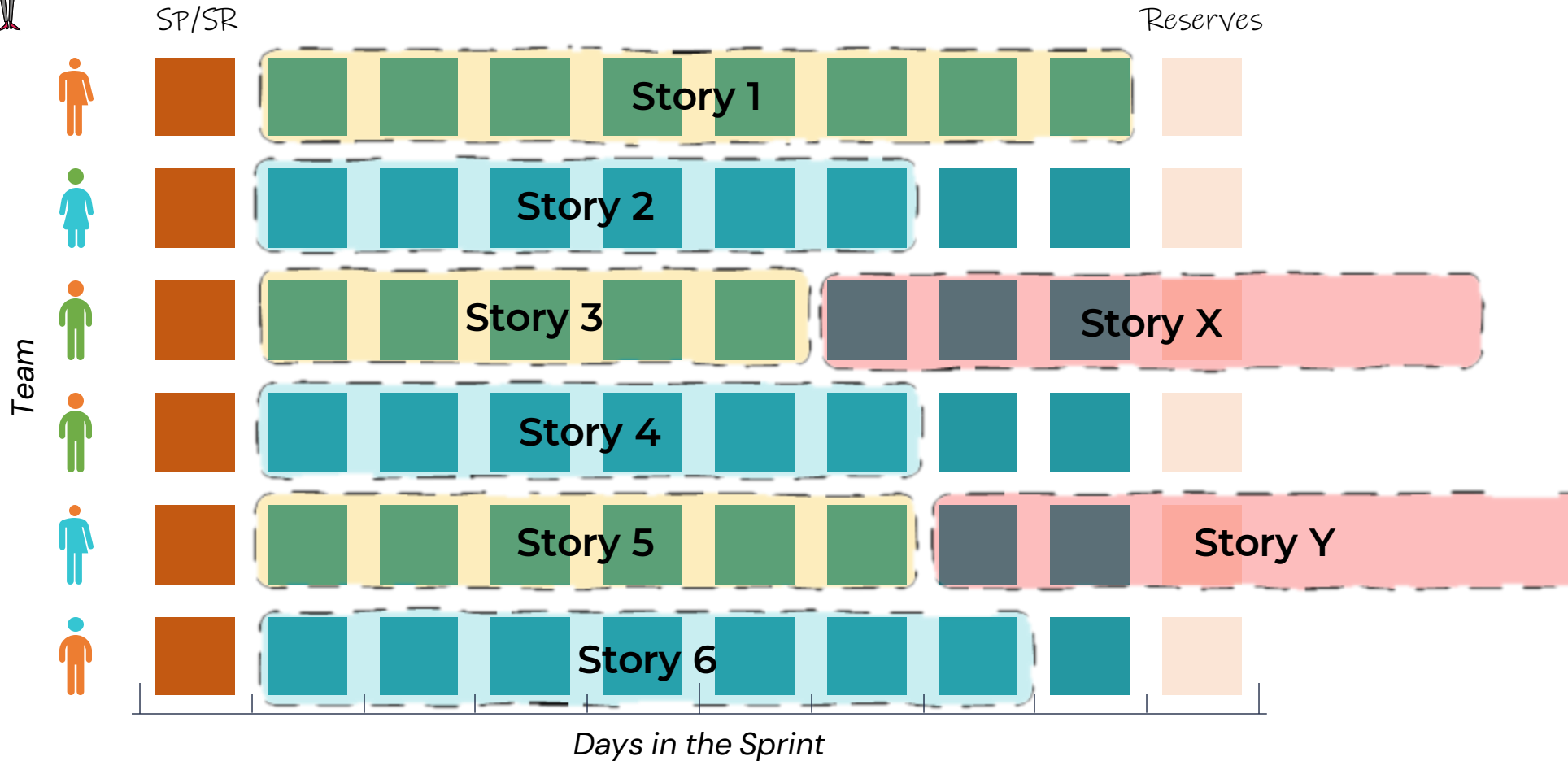Team

Days in the Sprint
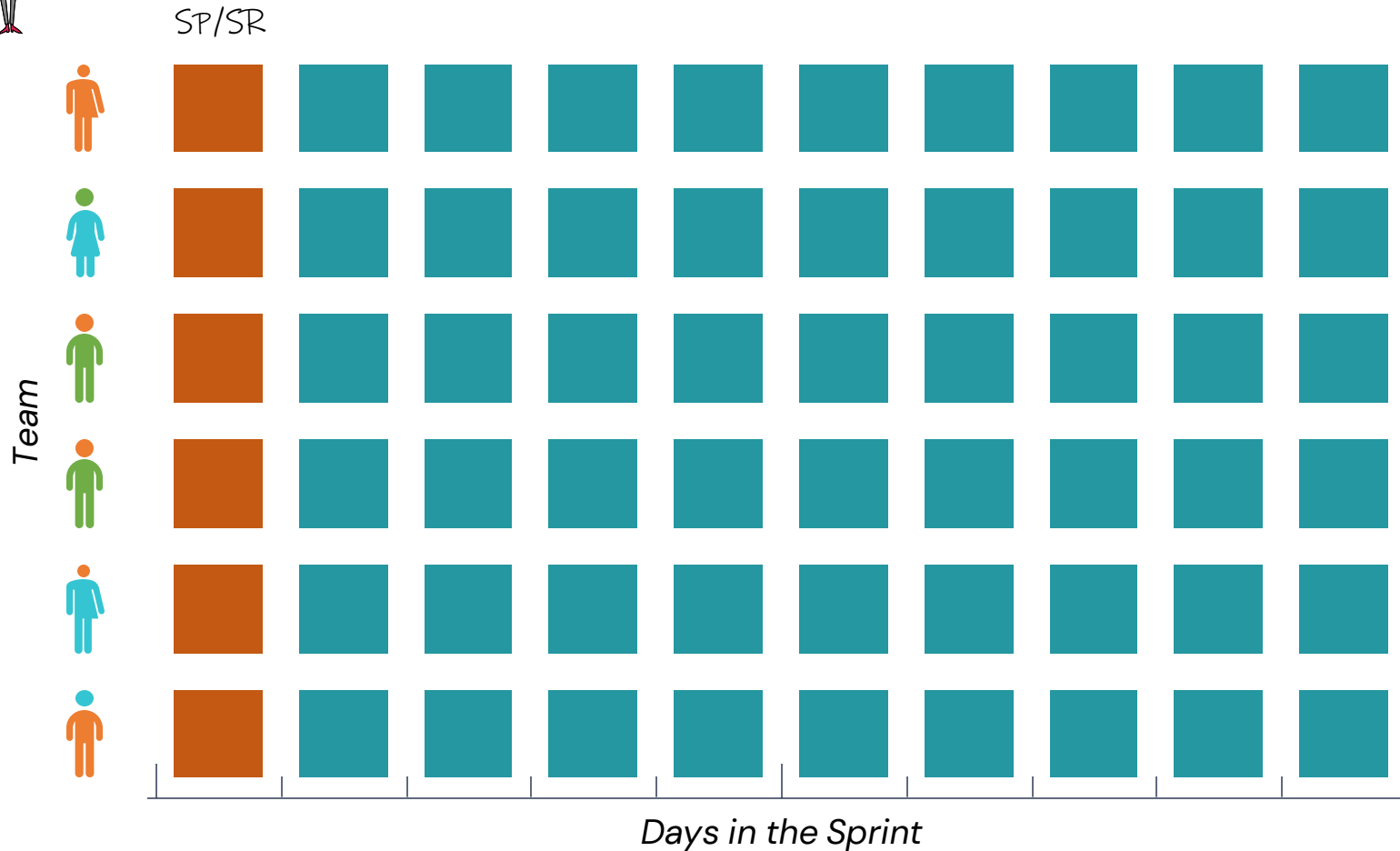
5. *Plan reserves for the unexpected*

"Some things are harder than you thought. Stakeholders sometimes want something urgently during the sprint. Leave yourself some slack!"

SP/SR

Reserves

Team

Days in the Sprint

RC1

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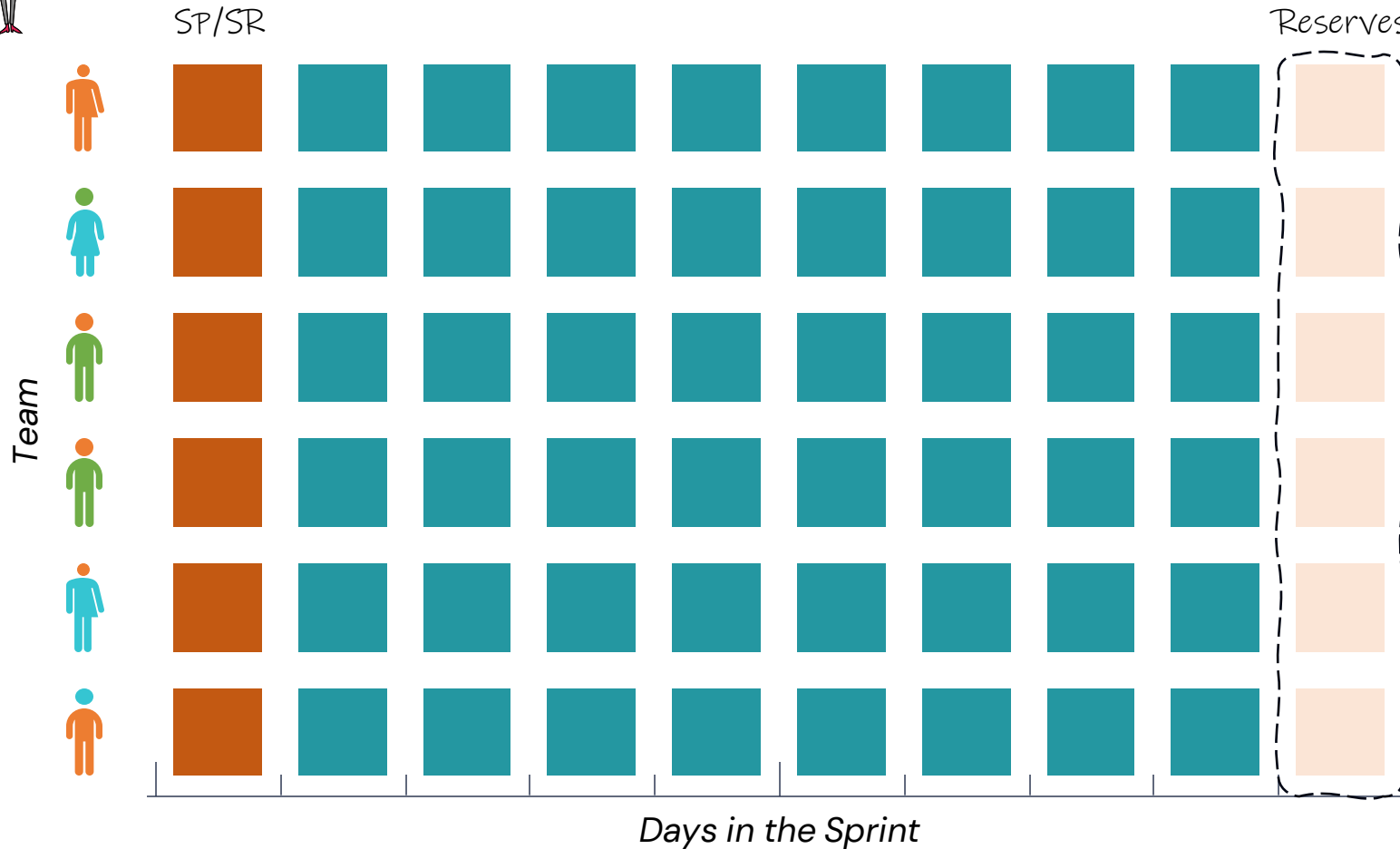
6. Don't work as individuals...

"This team cannot handle the unexpected without disrupting the Sprint. It needs a don't-change-the-forecast rule to prevent a trail of undone work."

SP/SR

Reserves

Story 1

Story 2

Story 3

Story X

Story 4

Story 5

Story Y

Story 6

Team

Days in the Sprint

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6. Work as a team

"This team pairs and swarms to finish sooner. It can handle mid-sprint surprises by postponing forecast work that has not yet been started."

SP/SR

Team

Story 1   Story 4   Story 5   Story Y

Story 2   Story 3   Story X   Story 6
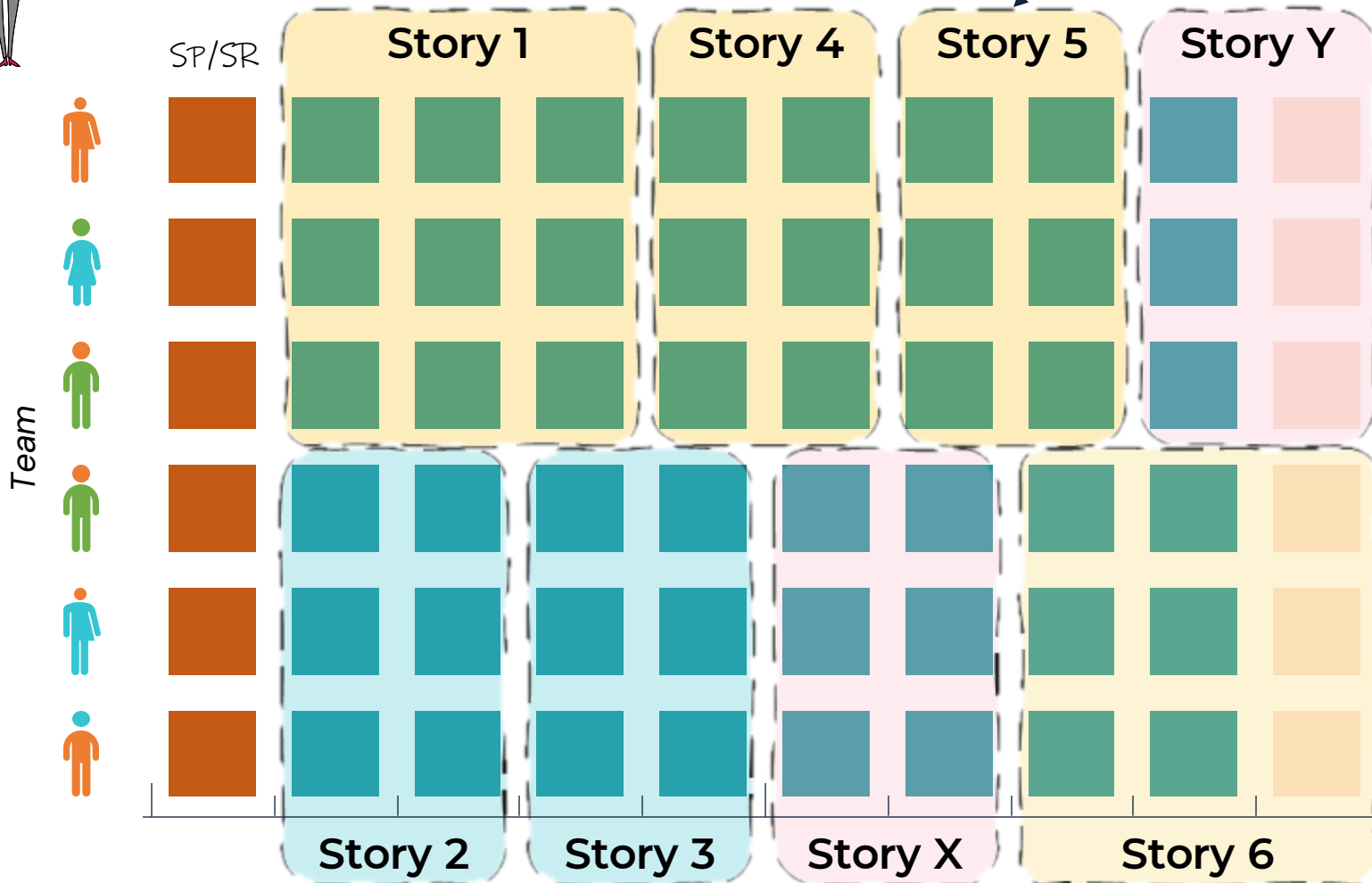
When estimating:

Call this size a one. Anything else is TFB! (too - big)

Sometimes things are harder than you expected. That's life!

RC1

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Contact Peter