

Rally Software Development Corporation

## Sample Role Based Activity Calendars for a 2 Week Iteration

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## A 2 Week Iteration for a Developer

### Who is a Developer?

*Kent Beck* describes a developer in terms of the activities in which they participate. In his book *Extreme Programming Explained*, Beck writes that developers “estimate stories and tasks, break stories into tasks, write tests, write code to implement features, automate tedious development process and gradually improve the design of the system”. If you find yourself involved in these activities, you might be a developer. However, Agile development does not adhere to static roles. If you have input regarding architecture, documentation, requirement elaboration, etc., in the spirit of Agile development, you are encouraged to step forward and offer your suggestions in order to make the best product possible.

### What Day is it?

In an Agile project your daily activities will vary. The first day of an Iteration, for example, will include retrospective activities relating to the previous Iteration, and planning and estimating activities for the new Iteration. The final day of an Iteration includes activities such as prioritizing work for the next Iteration. The following illustration gives more detailed information about the work performed on different days in an Iteration. This illustration describes a typical mid-Iteration work day where most of the work is done. Story Cards will have been created and prioritized, and Tasks defined.

## A 2 Week Iteration for a Developer

■ Team Tasks

■ Developer Specific Tasks

### First Week

FRI	MON	TUE	WED	THURS
1 hr Iteration Retro & Demo	Stand-Up	Stand-Up	Stand-Up	Stand-Up
1 hr Iteration Planning		Conceptual Model/Arch - future Iterations		
2 hour detail Tasks, Test Plan and estimates	Fix any failing TCs	Fix any failing TCs	Fix any failing TCs	Fix any failing TCs
1 hr Detail review, ranking				
Help out with Fixtures for this Iteration or previous	Help out with Fixtures for this Iteration or previous	Help out with Fixtures for this Iteration or previous	Help out with Fixtures for this Iteration or previous	Help out with Fixtures for this Iteration or previous
Help Elaborate Requirements/ Story Cards	Help Elaborate Requirements/ Story Cards	Help Elaborate Requirements/ Story Cards	Help Elaborate Requirements/ Story Cards	Help Elaborate Requirements/ Story Cards
Unit Testing/ Coding	Unit Testing/ Coding	Unit Testing/ Coding	Unit Testing/ Coding	Unit Testing/ Coding

### Second Week

FRI	MON	TUES	WED	THURS
Stand-Up	Stand-Up	Stand-Up	Stand-Up	Stand-Up
Mid Iteration review - 30 minutes	Conceptual Model/Arch - next Iteration	GUI Prototypes for next Iteration	Gross-level estimates next Iteration	
Help Elaborate Requirements/ Story Cards	Help Elaborate Requirements/ Story Cards	Help Elaborate Requirements/ Story Cards	Help Elaborate Requirements/ Story Cards	
Help out with Fixtures for this Iteration or previous	Help out with Fixtures for this Iteration or previous	Help out with Fixtures for this Iteration or previous	Help out with Fixtures for this Iteration or previous	Help out with Fixtures for this Iteration or previous
Unit Testing/ Coding	Unit Testing/ Coding	Unit Testing/ Coding	Unit Testing/ Coding	Code freeze noon
Fix any failing TCs	Fix any failing TCs	Fix any failing TCs	Fix any failing TCs	Fix any failing TCs

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## A 2 Week Iteration for a Tester

### Who is a Tester?

Lisa Crispin in her book Testing Extreme Programming defines a tester as: “a person who not only develops and runs tests but has quality assurance and development skills as well. Testers spend a portion of their time actually testing, but they also help customers or product owners to write stories, and they define acceptance tests and take the lead in automating them.”

Typical tasks associated with acceptance testing are: test definition, elaboration, and execution (manual or automated). If you work on these tasks you may be a tester. Your activities could involve defining and running different types of testing – security, performance, usability, load, or exploratory testing. This testing may occur in a black box (no knowledge of the code) or white box environment. You may be a developer or other member of your Agile team or someone who is a software test professional. There are a number of variables that may affect your activities. The commonality is that as a tester your duties revolve around the art of creative destruction to help your team build complete robust software that satisfies user requirements.

### What Day is it?

In an Agile project your daily activities will vary. For example, the first day of an Iteration will include retrospective activities relating to the previous Iteration, and planning and estimating activities for the new Iteration. The final day of an Iteration includes activities such as prioritizing work for the next Iteration. The following illustration gives more detailed information about the work performed on different days in an Iteration or Release. This illustration describes a typical mid-Iteration work day where most of the work is done. Story Cards have been created and prioritized, and Tasks defined.

## A 2 Week Iteration for a Tester

Team Tasks

Tester Specific Tasks

### First Week

FRI	MON	TUE	WED	THURS
1 hr Iteration Retro & Demo	Stand-Up	Stand-Up	Stand-Up	Stand-Up
1 hr Iteration Planning	Validate any Dev Fixed TCs	Validate any Dev Fixed TCs	Validate any Dev Fixed TCs	Validate any Dev Fixed TCs
2 hour detail Tasks, Test Plan and estimates				
1 hr Detail review, ranking				
Nightly Builds: Monitor automated regression suite(unit, GUI, FitNesse) Performance, Stress testing	Nightly Builds: Monitor automated regression suite(unit, GUI, FitNesse) Performance, Stress testing	Nightly Builds: Monitor automated regression suite(unit, GUI, FitNesse) Performance, Stress testing	Nightly Builds: Monitor automated regression suite(unit, GUI, FitNesse) Performance, Stress testing	Nightly Builds: Monitor automated regression suite(unit, GUI, FitNesse) Performance, Stress testing
Assist with fixtures,do GUI and low level test automation for previous Iteration	Assist with fixtures,do GUI and low level test automation for previous Iteration	Assist with fixtures,do GUI and low level test automation for previous Iteration	Assist with fixtures,do GUI and low level test automation for previous Iteration	Assist with fixtures,do GUI and low level test automation for previous Iteration
Elab TCs: Acceptance Testing using FitNesse, Manual Tests	Elab and run TCs: Acceptance Testing using FitNesse, Manual Tests	Elab and run TCs: Acceptance Testing using FitNesse, Manual Tests	Elab and run TCs: Acceptance Testing using FitNesse, Manual Tests	Elab and run TCs: Acceptance Testing using FitNesse, Manual Tests

**Second Week**

FRI	MON	TUES	WED	THURS
Stand-Up	Stand-Up	Stand-Up	Stand-Up	Stand-Up
Mid Iteration review - 30 minutes	Log Defects for any failures on lower priority items	Log Defects for any failures on lower priority items	Log Defects for any failures on lower priority items	Log Defects for any failures on lower priority items
Nightly Builds: Monitor automated regression suite(unit, GUI, FitNesse) Performance, Stress testing	Nightly Builds: Monitor automated regression suite(unit, GUI, FitNesse) Performance, Stress testing	Nightly Builds: Monitor automated regression suite(unit, GUI, FitNesse) Performance, Stress testing	Nightly Builds: Monitor automated regression suite(unit, GUI, FitNesse) Performance, Stress testing	Nightly Builds: Monitor automated regression suite(unit, GUI, FitNesse) Performance, Stress testing
Elab and run TCs: Acceptance Testing using FitNesse, Manual Tests	Elab and run TCs: Acceptance Testing using FitNesse, Manual Tests	Elab and run TCs: Acceptance Testing using FitNesse, Manual Tests	Elab and run TCs: Acceptance Testing using FitNesse, Manual Tests	Elab and run TCs: Acceptance Testing using FitNesse, Manual Tests
Validate any Dev Fixed TCs	Validate any Dev Fixed TCs	Validate any Dev Fixed TCs	Validate any Dev Fixed TCs	Validate any Dev Fixed TCs
Assist with fixtures,GUI and low level automation	Assist with fixtures,GUI and low level automation	Assist with fixtures,GUI and low level automation	Assist with fixtures,GUI and low level automation	Assist with fixtures,GUI and low level automation
		Work with Product Owner on Acceptance Tests for next Iteration	Work with Product Owner on Acceptance Tests for next Iteration	Work with Product Owner on Acceptance Tests for next Iteration

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## **A 2 Week Iteration for a Product Owner**

### **Who is a Product Owner?**


In his book Agile Project Management with Scrum, Ken Schwaber defines a Product Owner as someone responsible for “representing the interests of everyone with a stake in the project and its resulting system. The Product Owner achieves initial and ongoing funding by creating the project’s initial overall requirements, return on investment (ROI) objectives, and release plans.”


The Product Owner is responsible for creating the Product Backlog. This is an ordered list of project features, requirements, or defects. They also set the goals from the Backlog for each Sprint (or Iteration) and prioritize or in some cases reprioritize the items for each Sprint in order to accomplish these goals. They present to the team, the requirements and justifications of why they are getting worked on. Finally, Product Owners accept the functionality at the end of the Sprint.

### **What Day is It?**

In an Agile project your daily activities will vary. For example, the first day of an Iteration will include retrospective activities relating to the previous Iteration, and planning and estimating activities for the new Iteration. The final day of an Iteration includes activities such as prioritizing work for the next Iteration. The following illustration gives more detailed information about the work performed on different days in an Iteration or Release. This illustration describes a typical mid-Iteration work day where most of the work is done. Story Cards have been created and prioritized, and Tasks defined.

## A 2 Week Iteration for a Product Owner

 Team Tasks

 Product Owner Specific Tasks

### First Week

FRI	MON	TUE	WED	THURS
1 hr Iteration Retro & Demo	Stand-Up	Stand-Up	Stand-Up	Stand-Up
1 hour Iteration Planning		Identify Features/SC for next Iteration	GUI Prototypes for next Iteration	
2 hour detail Tasks, Test Plan and estimates		Conceptual Model/Arch - future Iterations		
1 hour Detail review, ranking	Monitor passing TCs, Accept Story Card when ready	Monitor passing TCs, Accept Story Card when ready	Monitor passing TCs, Accept Story Card when ready	Monitor passing TCs, Accept Story Card when ready
Assist with Acceptance tests	Assist with Acceptance tests	Assist with Acceptance tests	Assist with Acceptance tests	Assist with Acceptance tests
Update requirements/SCs	Update requirements/SCs	Update requirements/SCs	Update requirements/SCs	Update requirements/SCs

### Second Week

FRI	MON	TUES	WED	THURS
Stand-Up	Stand-Up	Stand-Up	Stand-Up	Stand-Up
Mid Iteration review - 30 minutes	Create UCs/SRs for next Iteration	GUI Prototypes for next Iteration	Get gross-level estimates next Iteration	Prioritize List for Next Iteration
Assist with Acceptance tests	Assist with Acceptance tests	Assist with Acceptance tests	Assist with Acceptance tests	Assist with Acceptance tests
Monitor passing TCs, Accept Story Card when ready	Monitor passing TCs, Accept Story Card when ready	Monitor passing TCs, Accept Story Card when ready	Monitor passing TCs, Accept Story Card when ready	Monitor passing TCs, Accept Story Card when ready
Update requirements/SCs	Update requirements/SCs	Update requirements/SCs	Update requirements/SCs	
	Conceptual Model/Arch - next Iteration	Work with Test on Acceptance Tests for next Iteration	Work with Test on Acceptance Tests for next Iteration	Work with Test on Acceptance Tests for next Iteration

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## A 2 Week Iteration for a Manager

### Who is a Manager?

In Scrum, there is a role of ScrumMaster. Ken Schwaber in his book Agile Project Management with Scrum defines this role to be responsible for “the Scrum process, for teaching Scrum to everyone involved in the project, for implementing Scrum so that it fits within an organization’s culture and still delivers the expected benefits, and for ensuring that everyone follows Scrum rules and practices.”

There are a variety of labels used for this role. In XP, there are roles for a Coach and Tracker. The Coach is involved with making sure the process is followed, and for customizing the process for the team or project. They are the teacher of the process to the team. There are also developer/Managers, tester/Managers and other roles on the team that know and help reinforce project and Iteration/Sprint goals. In this discussion we will consolidate these roles under the title of Manager. The Manager will help facilitate any blockages, monitor progress, and mediate between upper management and the team. Typically they conduct the daily Stand-Up meeting. Managers may also conduct the Sprint/Iteration review and demo meetings.

They will also be responsible for collecting metrics, monitoring the status and presenting the status to other interested parties outside the team. They also help with providing feedback on estimations to help improve planned versus actuals in future Iterations.

### What Day is It?

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## A 2 Week Iteration for a Manager

Team Tasks

Manager Specific Tasks

### First Week

FRI	MON	TUE	WED	THURS
1 hr Iteration Retro & Demo	Stand-Up	Stand-Up	Stand-Up	Stand-Up
1 hr Iteration Planning	Track Status – monitor for blockage, progress	Track Status – monitor for blockage, progress	Track Status – monitor for blockage, progress	Track Status – monitor for blockage, progress
2 hour detail Tasks, Test Plan and estimates				
1 hr Detail review, ranking		Conceptual Model/Arch - future Iterations		
Assist with Acceptance tests	Assist with Acceptance tests	Assist with Acceptance tests	Assist with Acceptance tests	Assist with Acceptance tests

### Second Week

FRI	MON	TUES	WED	THURS
Stand-Up	Stand-Up	Stand-Up	Stand-Up	Stand-Up
Hold Mid Iteration review - 30 minutes	Conceptual Model/Arch - next Iteration	GUI Prototypes for next Iteration	Gross-level estimates next Iteration	Gather/Update Metrics for Iteration and Release
Track Status – monitor for blockage, progress	Track Status – monitor for blockage, progress	Track Status – monitor for blockage, progress	Track Status – monitor for blockage, progress	Track Status – monitor for blockage, progress
Assist with Acceptance tests	Assist with Acceptance tests	Assist with Acceptance tests	Assist with Acceptance tests	Assist with Acceptance tests
				Assist with Feature elaboration for next the Iteration