# **B**TIMEBARS

# Agilebars Training Manual

Plan and Execute Sprints

Use a Kanban board to update progress

Analyze results with a burndown chart

Publish to the Cloud

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#### Course Introduction

#### Welcome

Hi, my name is Jim Cox. Welcome to my training course on Understanding Agile Software Development and the association to Project Management. I assume that you have no knowledge of product and/or software development. The only prerequisite for this course is that you have a desire to solve business problems with people processes and technology.

I am a software developer, PMP and entrepreneur and am the visionary who created Agilebars and Timebars products.

In this course, we're going to go into detail about some possibilities on how to make the agile model work for you. This course is the first and only course where we model and describe the Agile Processes using Agilebars, a web based Agile tool.

Here's an overview of the modules in this course. After this brief introduction, we're going to discuss a comparison of agile and traditional plan-driven methodologies. Then we're going to talk in more detail about hybrid agile models and go through some real-world examples of hybrid agile process models. And, finally, we're going to wrap up with a summary of the course. In the first module of this course, we're going to

discuss a comparison of agile and traditional plan-driven methodologies. It is very important to objectively understand the fundamental differences between these two approaches. Here's a brief list of the topics we're going to talk about in this module.

#### About this course

There are three key topics that are included. The first is the difference between empirical and defined process control models. The next topic is management of uncertainty, which is probably the most important distinction to understand between an agile methodology and a plan-driven methodology. And, finally, we're going to talk about the difference between the iron triangle that is widely used in plan-driven project management and the agile triangle.

#### **Expected Outcome**

Now when processes can help, we should embrace them. When they seem to stand in our way, we should question them to determine whether they serve as important guardrails or as roadblocks to our ability to address change. Because after all, changes at the heart of every project, unique teams come together to accomplish a unique mission for a temporary span of time. The very nature of project work is change, and agility is our ability to initiate and respond to change. An agile mentality requires us to embrace change, not only went first defining a vision for our project's work, but at every step of that vision's fulfillment. We must always be looking for ways to embrace change if we which to create something maximally valuable through our project work.

# **Agile Concepts**

At a high level

**Roots of Agile** 

Define your backlog

Size your backlog

**Execute your Sprint** 

**Update Progress** 

**Analyze Burndown chart** 

**Publish and Share Results** 

# Initialize a Backlog

Log into Agilebars

**Clear Demo Data** 

# Switch between Kanban and Timescale modes Set desired canvas start date

Get familiar with the user interface

## Add, Delete and Modify Data

**Bar Creator Popup** 

Edit Mode drag and drop

**Modify Data** 

Navigate multipe Backlogs

**Explore Grid View** 

# **Export to Spreadsheet**

Why Spreadsheet Integration

**Prepare Export Location in Browser** 

**Export as CSV files** 

**Configure Spreadsheets** 

#### **Create and Size Workitems**

Review Spreadsheet and the Agilebars data

Breakdown backlog into to workitmes

Order the workitmes

Size and assign workitmes

## **Import Spreadsheets**

Review backlog for completeness

Import backlog into Agilebars

Define Sprint Length and set timescale

Freeze the Planned work

## **Update Progress**

**Earned Value concepts** 

Set Sprint Start date and begin sprint

Drag and drop bars into Swim Lanes

Learn how the scheduling engine works

Check how backlog and workitems are progressing

#### Run Burndown Chart

Complete the daily or weekly progress update

**Open the Burndown Chart** 

Regenerate the Forecast

Run the Chart and analyze progress

Optionally Publish results to the Cloud

## Compare Results to Baseline

Optionally Set a Baseline to track dates

Use the Status Form to analyze date variances

#### **Custom Fields on Forms**

What are Custom Fields

Why would Iwant to configure custom fields

Use the Spreadsheets to configure fields

# **Cloud Publishing**

Why would I want to publish to Cloud

How secure is it

How does it work

Will others have access to my project data

**Switching Devices** 

**Cloud Dashboard Additional Graphs**