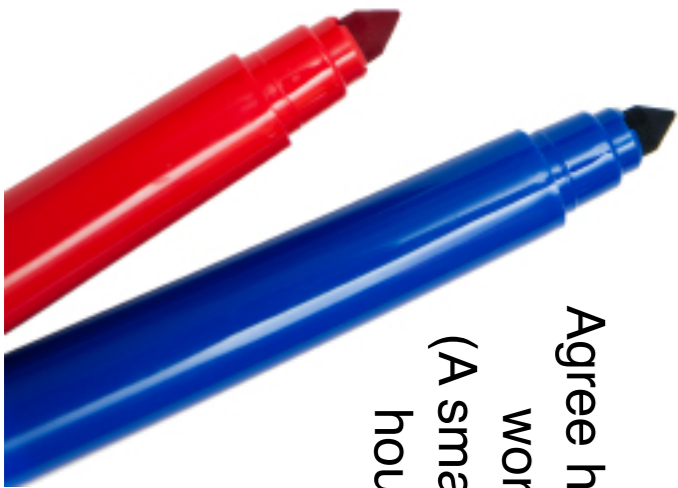


**Before you begin**  
This dialogue sheet is intended for groups of 2 to 8 people. If you have a group larger than 8 then split in two or more separate groups, give each group on and compare action plans at the end.



**1. Start here**  
This is a dialogue sheet, it is designed to promote good conversation. Team members should seat themselves equally around the sheet so each question can be read by at least one person easily. Take one question at a time, **skip questions if you like**. The person closest to the question should read out the question and take notes of the discussion. Each person should get a chance to read and note at least one question.



**2. Set up**  
Make sure everyone has a pen to write on this sheet.  
Agree how long you will spend working on this sheet. (A small group might need 1 hour & a big group 2-)



**3. Like / Dislike**  
In the space above make a list of the Agile ideas you like - why do you like them?  
Make another list of those you dislike - why do you dislike them?

**4. Agile now?**  
What Agile like practices and processes are you and your team following at the moment?

This way! →



**5. Approach?**  
Will you take an **Iterative**, **Incremental** or **Evolutionary** approach?

**Iterative:** Requirements document exists & will be salami sliced; occasional deliveries; change requests resisted  
**Incremental:** requirements document exists -> will be salami sliced, regular deliveries, change requests embraced  
**Evolutionary:** Requirements still being worked out, regular deliveries, change requests are requirements



**6. Who is the Product Owner / Customer?**  
Do they have enough authority & legitimacy to decide what to do next?  
Do they have the time to do the role?



**7. Initial Backlog**  
When will the initial product backlog be ready?

**8. Who's else is on the team?**  
List the names below  
What are their responsibilities?

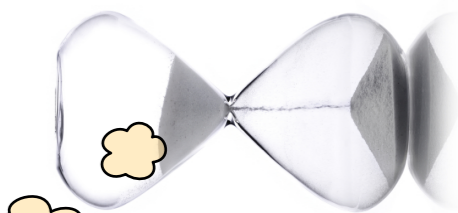
1. ....
2. ....
3. ....
4. ....
5. ....
6. ....
7. ....
8. ....
9. ....
- ....



**9. Tracking**  
Will you use **Burn-Down Charts** or **Cumulative Flow Diagrams**?  
Who is responsible for making them and keeping them up to date?

Remember to let the question reader lead the discussion

**10. Rhythm**  
How long will your Sprints/Iterations be?

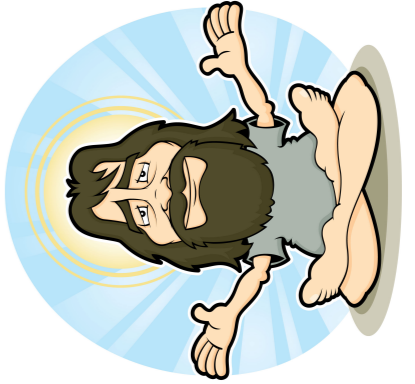


**11. When will you hold your planning meetings?**  
When will you hold your reviews & retrospectives?  
How often will you release?  
How often will you do Demos?

How much time have you left for this dialogue sheet? Enough?

This way! ↑

**12. Stand-up meetings**  
Will you hold stand-up meetings?  
What time will you hold your meetings?  
Where will you hold them?



**13. Facilitator**  
Who will facilitate the stand-up meetings, planning meetings, etc.?  
Do you have a dedicated Scrum Master?  
Do you have an Agile Coach?



**16. Blocks**  
What blocks or obstacles do you see to working Agile?

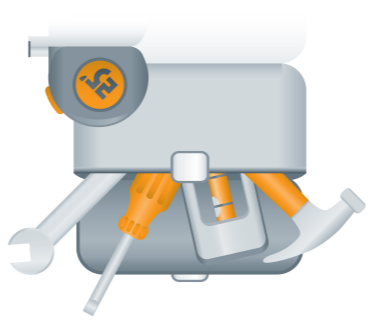


"We cannot rely on mass inspection to improve quality" W. Edwards Deming



**17. Risks?**  
What risks do you see?  
How might you address these?  
Who can you call when you are stuck?

"The art of leadership is saying no, not yes. It is very easy to say yes." Tony Blair



**19. What else?**  
What else do you need to help you do this?



"Plans are only good intentions unless they immediately degenerate into hard work." -- Peter Drucker

**20. Action plan**  
From the previous discussions, which 3 things do you need most to *Get Agile!*

- #1 .....
- #2 .....
- #3 .....

Please tell us about your experience using this sheet. Send feedback to: [feedback@dialoguesheets.com](mailto:feedback@dialoguesheets.com)

[www.dialoguesheets.com](http://www.dialoguesheets.com)

[www.dialoguesheets.com](http://www.dialoguesheets.com)

Use this space however you like notes, ideas, comments and suggestions.