

Way of Working Work Sheet

A one page frame to help expose which framework suits your Squad

Use post-it notes to show where work fits

Sources of work

Where does our work come from?

100% unplanned

Our work comes from email, incidents, interruptions, support requests &c.

50/50 planned/unplanned

Some of our work is planned, some is not

100% planned

All our work comes from the backlog

Work visualisation

How will we make our work visible?

100% responsive

We can't see what work is coming up

We have outcomes and goals but no Road Map or Release Plan

There is limited visibility of what work is coming up

100% Road Map/Release Plan

We have visibility into the future

Prioritisation

How will we know what to do first

100% urgency

We choose work based on urgency

50/50 urgency/value

Some of our work is for customer outcomes, some urgent work emerges

100% value

We prioritise for customer outcomes

Kanban zone

Most work is unplanned, responsive and prioritised by urgency

Scrumban zone

Mix of sources, visualisation and prioritisation

Scrum zone

Most work is planned, visible and prioritised by outcome