

## START AND FINISH ON TARGET WITH AGILE USER STORIES AND RETROSPECTIVES

**Course Code:** AK403

**Duration:** 1 day

**Credits:** 7 CEUs / 7 PDUs

### Course Description

This comprehensive one-day course guides participants on how to effectively initiate and complete projects by applying Agile best-practices to manage project requirements and lessons learned.

### Target Audience

Individuals who will benefit from this course include executives, business sponsors, portfolio managers, program managers, product managers, project managers, project team leaders, project team members, project subject matter experts, project management office staff, and anyone interested in learning more about leveraging best practiced Agile user story and retrospectives techniques.

### Course Objectives

- Agile requirements management, types, perception and challenges
- Agile user story definitions, benefits, roles, and personas
- Applying user story best practices to achieve smart requirements
- Definition, benefits, and challenges involved in conducting Agile retrospectives
- Key steps and tips involved in an Agile Retrospective framework
- Various techniques in conducting efficient Agile Retrospectives

### Course Outline

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#### Module 1: Agile Requirements Overview

- User Stories
- Features
- Enhancements
- Defects and Errors
- Non-Functional Requirements
- Technical Debt
- Exercise: Class discussion on how effective agile requirements promote project success

#### Module 2: User Story Best Practices

- Definitions and Benefits
- Roles and Personas
- Components and Lifecycle
- Requirements Gathering Techniques and Prioritization
- User Story Format and Acceptance Criteria
- INVEST Model and the Definition of Done
- Exercise: Group workshop on applying user-story best practices

#### Module 3: Retrospective Introduction

- Definitions and Perspective
- Prime Directive
- Benefits and Supporting Agile Principles
- Differences to Other Project Closing Activities
- Exercise: Learning from project mistakes

#### **Module 4: Agile Retrospective Framework**

- Planning and Logistics
- Setting the Stage
- Gathering Data
- Generating Insights
- Creating the Action Plan
- Closing and Moving On