

Extracted from:

Agile Retrospectives

Making Good Teams Great

This PDF file contains pages extracted from *Agile Retrospectives*, published by the Pragmatic Bookshelf. For more information or to purchase a paperback or PDF copy, please visit <http://www.pragprog.com>.

Note: This extract contains some colored text (particularly in code listing). This is available only in online versions of the books. The printed versions are black and white. Pagination might vary between the online and printer versions; the content is otherwise identical.

Copyright © 2010 The Pragmatic Programmers, LLC.

All rights reserved.

No part of this publication may be reproduced, stored in a retrieval system, or transmitted, in any form, or by any means, electronic, mechanical, photocopying, recording, or otherwise, without the prior consent of the publisher.

The Pragmatic Bookshelf

Dallas, Texas • Raleigh, North Carolina

The
Pragmatic
Programmers

Agile Retrospectives

Making Good Teams Great



Esther Derby
Diana Larsen

Agile Retrospectives

Making Good Teams Great

Esther Derby

Diana Larsen

The Pragmatic Bookshelf

Dallas, Texas • Raleigh, North Carolina



Many of the designations used by manufacturers and sellers to distinguish their products are claimed as trademarks. Where those designations appear in this book, and The Pragmatic Programmers, LLC was aware of a trademark claim, the designations have been printed in initial capital letters or in all capitals. The Pragmatic Starter Kit, The Pragmatic Programmer, Pragmatic Programming, Pragmatic Bookshelf, PragProg and the linking *g* device are trademarks of The Pragmatic Programmers, LLC.

Every precaution was taken in the preparation of this book. However, the publisher assumes no responsibility for errors or omissions, or for damages that may result from the use of information (including program listings) contained herein.

Our Pragmatic courses, workshops, and other products can help you and your team create better software and have more fun. For more information, as well as the latest Pragmatic titles, please visit us at <http://pragprog.com>.

Copyright © 2006 Esther Derby and Diana Larsen .

All rights reserved.

No part of this publication may be reproduced, stored in a retrieval system, or transmitted, in any form, or by any means, electronic, mechanical, photocopying, recording, or otherwise, without the prior consent of the publisher.

Printed in the United States of America.

ISBN-13: 978-0-9776-1664-0

Printed on acid-free paper.

Book version: P7.0—August 2012

Contents

	Foreword	?
	Preface	?
	Introduction	?
1.	Helping Your Team Inspect and Adapt	?
1.1	Set the Stage	?
1.2	Gather Data	?
1.3	Generate Insights	?
1.4	Decide What to Do	?
1.5	Close the Retrospective	?
2.	A Retrospective Custom-Fit to Your Team	?
2.1	Learning About the History and Environment	?
2.2	Shaping the Goal for the Retrospective	?
2.3	Determining Duration	?
2.4	Structuring a Retrospective	?
2.5	Selecting Activities	?
3.	Leading Retrospectives	?
3.1	Managing Activities	?
3.2	Managing Group Dynamics	?
3.3	Managing Time	?
3.4	Managing You	?
3.5	Taking Your Skills to the Next Level	?
4.	Activities to Set the Stage	?
4.1	Activity: Check-In	?
4.2	Activity: Focus On/Focus Off	?
4.3	Activity: ESVP	?
4.4	Activity: Working Agreements	?

5.	Activities to Gather Data	?
5.1	Activity: Timeline	?
5.2	Activity: Triple Nickels	?
5.3	Activity: Color Code Dots	?
5.4	Activity: Mad Sad Glad	?
5.5	Activity: Locate Strengths	?
5.6	Activity: Satisfaction Histogram	?
5.7	Activity: Team Radar	?
5.8	Activity: Like to Like	?
6.	Activities to Generate Insights	?
6.1	Activity: Brainstorming/Filtering	?
6.2	Activity: Force Field Analysis	?
6.3	Activity: Five Whys	?
6.4	Activity: Fishbone	?
6.5	Activity: Patterns and Shifts	?
6.6	Activity: Prioritize with Dots	?
6.7	Activity: Report Out with Synthesis	?
6.8	Activity: Identify Themes	?
6.9	Activity: Learning Matrix	?
7.	Activities to Decide What to Do	?
7.1	Activity: Retrospective Planning Game	?
7.2	Activity: SMART Goals	?
7.3	Activity: Circle of Questions	?
7.4	Activity: Short Subjects	?
8.	Activities to Close the Retrospective	?
8.1	Activity: +/-Delta	?
8.2	Activity: Appreciations	?
8.3	Activity: Temperature Reading	?
8.4	Activity: Helped, Hindered, Hypothesis	?
8.5	Activity: Return on Time Invested (ROTI)	?
9.	Releases and Project Retrospectives	?
9.1	Preparing for Release and Project Retrospectives	?
9.2	Including Cross-Organizational Perspectives	?
9.3	Leading Release and Project Retrospectives	?
9.4	A Retrospective at Every Ending	?
10.	Make It So	?
10.1	Provide Support	?

10.2	Share Responsibility for Making Changes	?
10.3	Supporting Larger Changes	?
A1.	Facilitation Supplies	?
A2.	Debriefing Activities	?
A3.	Activities Quick Reference Matrix	?
A4.	Resources for Learning Facilitation Skills	?
A5.	Bibliography	?
	Index	?