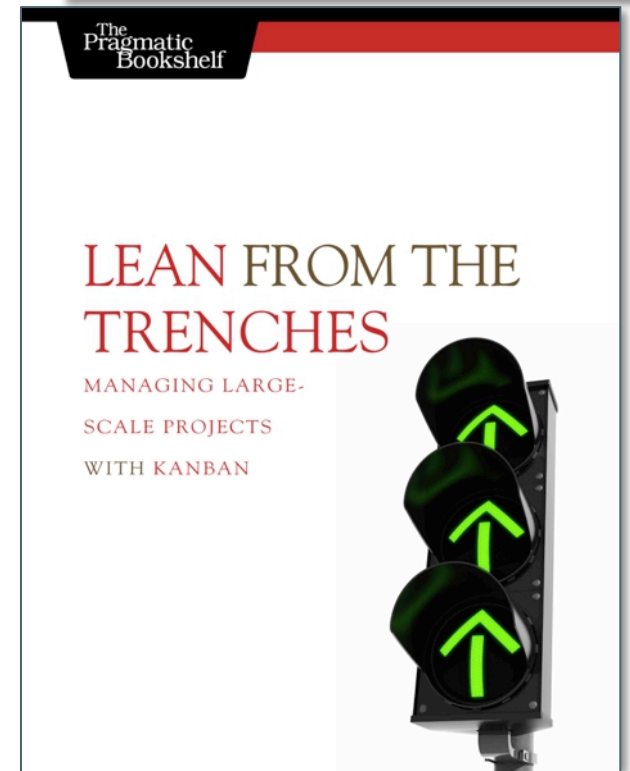
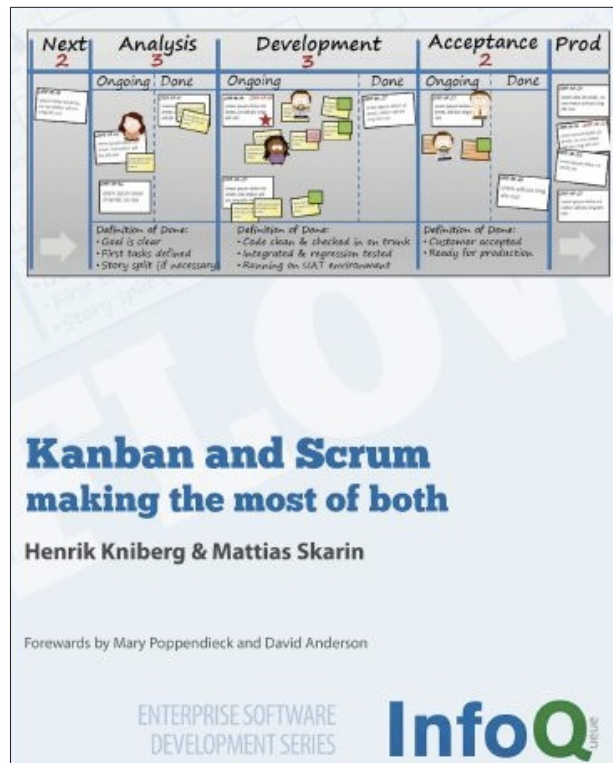
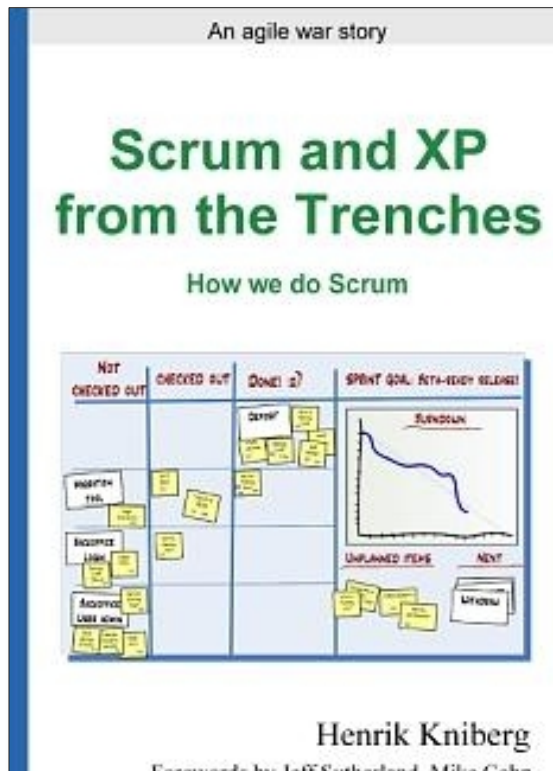


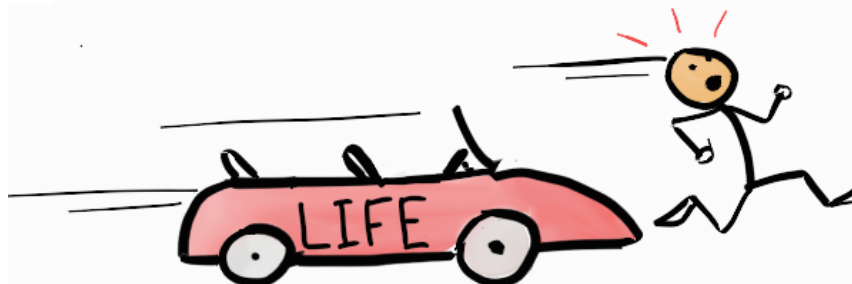
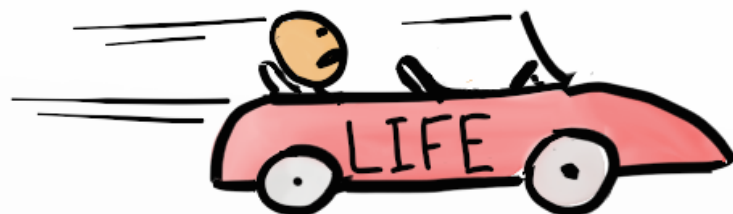
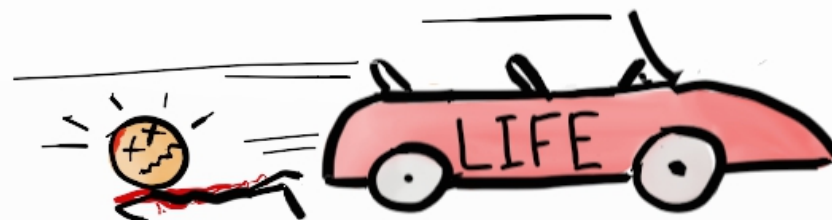
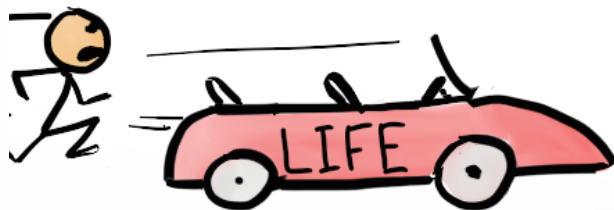
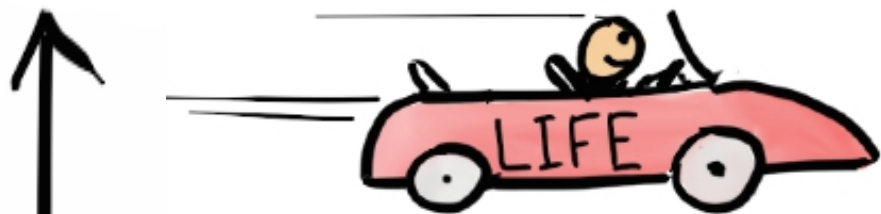
Stop Starting, Start Finishing

Lean Kanban Nordic
March 13, 2013



Henrik Kniberg
Agile/Lean coach
www.crisp.se





Kanban

Scrum

4hr work week

Pomodoro

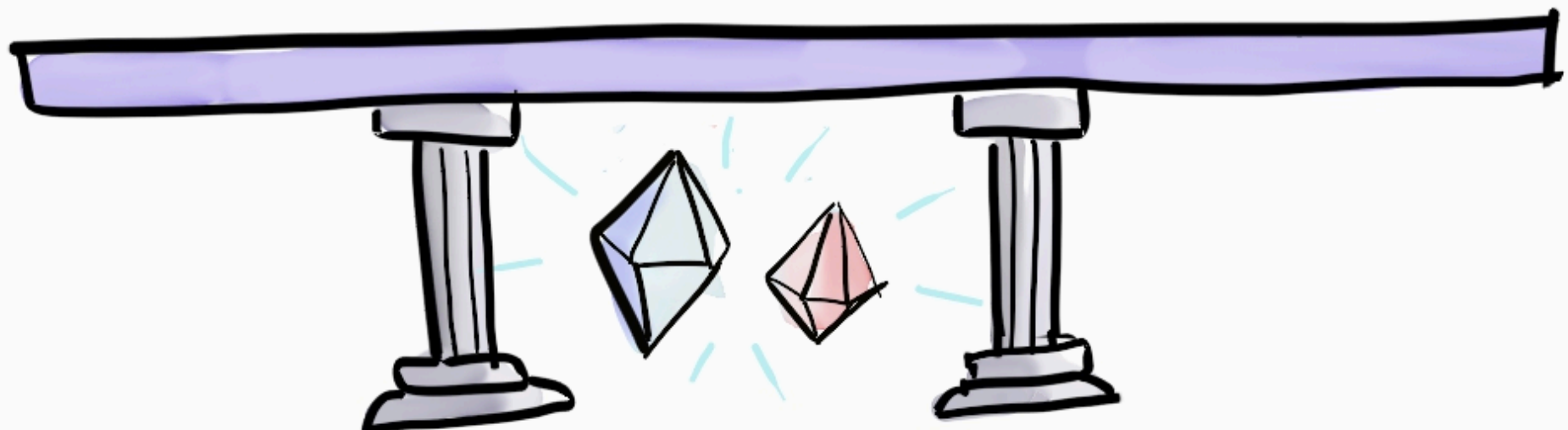
Agile

Lean

GTD
(Getting Things Done)

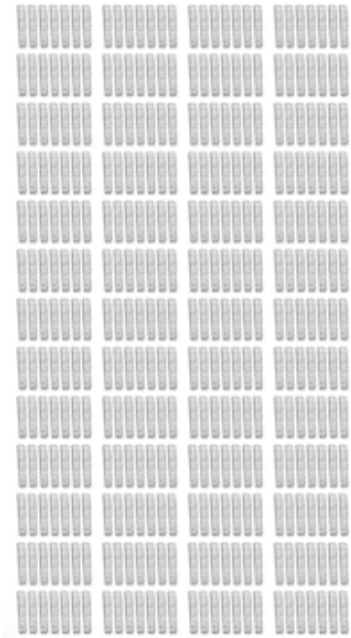
7 habits of highly
effective people

xp





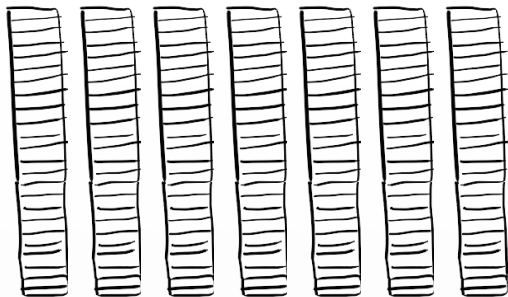
1 year = 8,766 hours



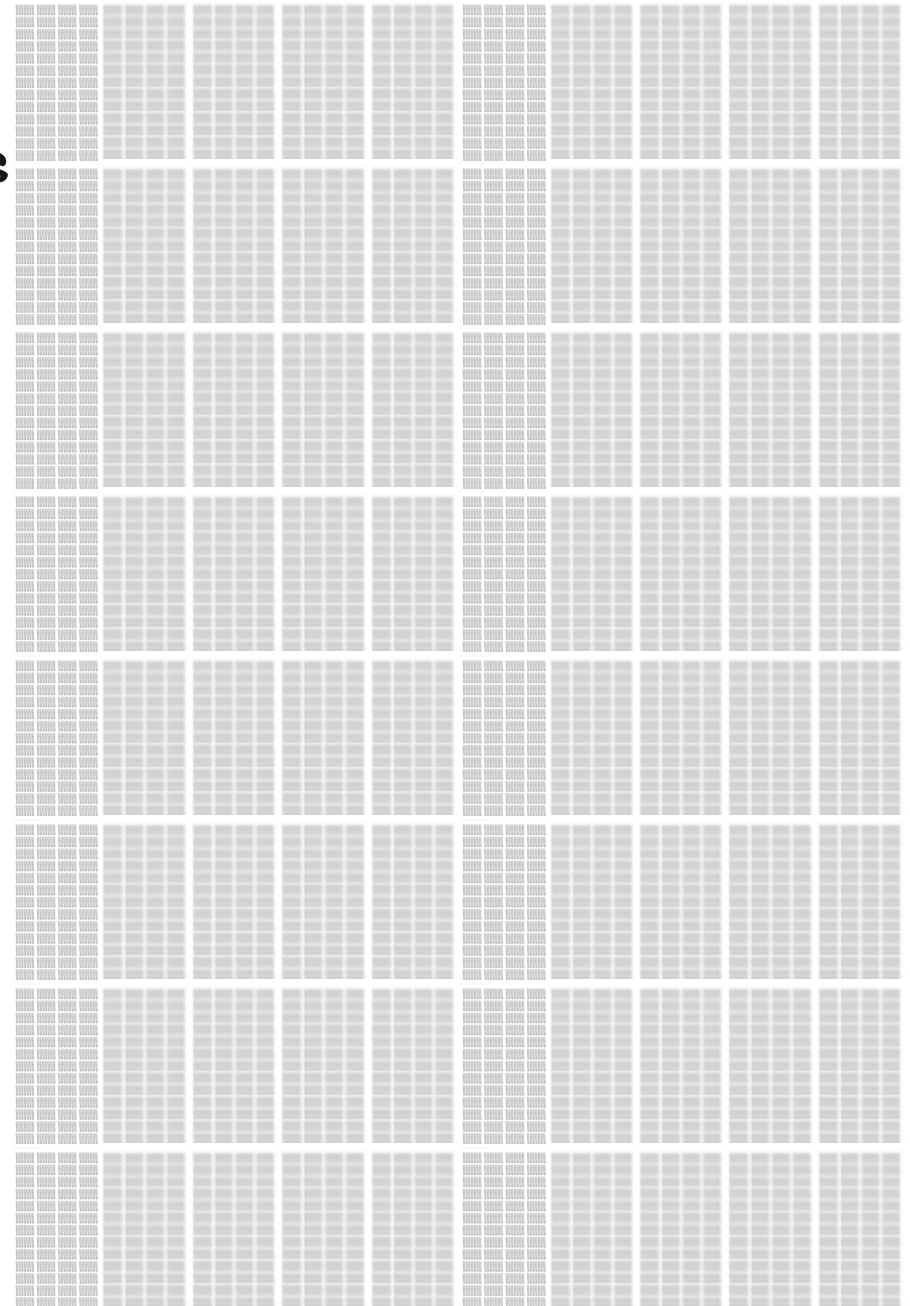
1 day = 24 hours



1 week = 168 hours



1 life \approx 700,000 hours



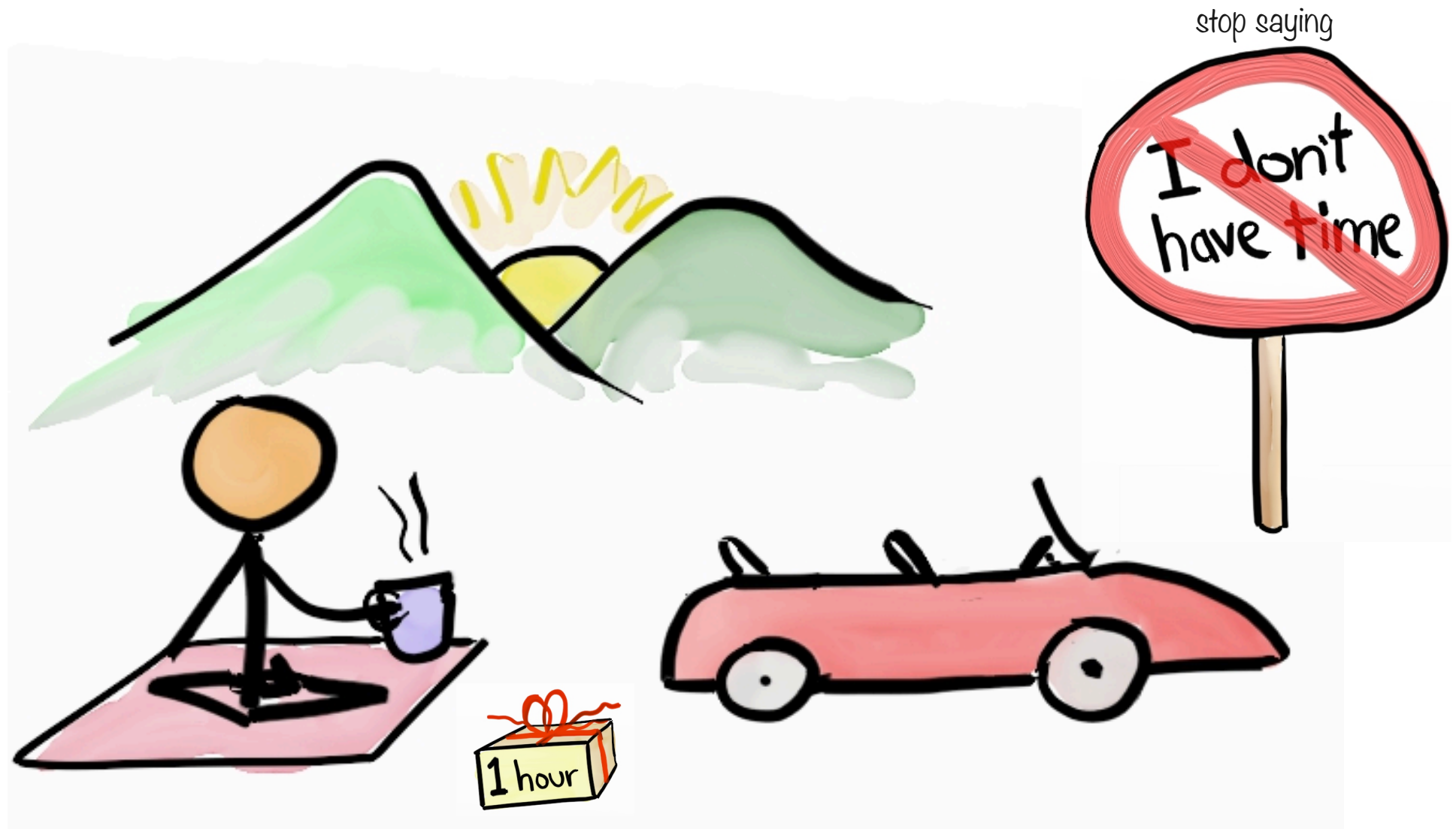




Mon	Tue	Wed	Thu	Fri	Sat	Sun







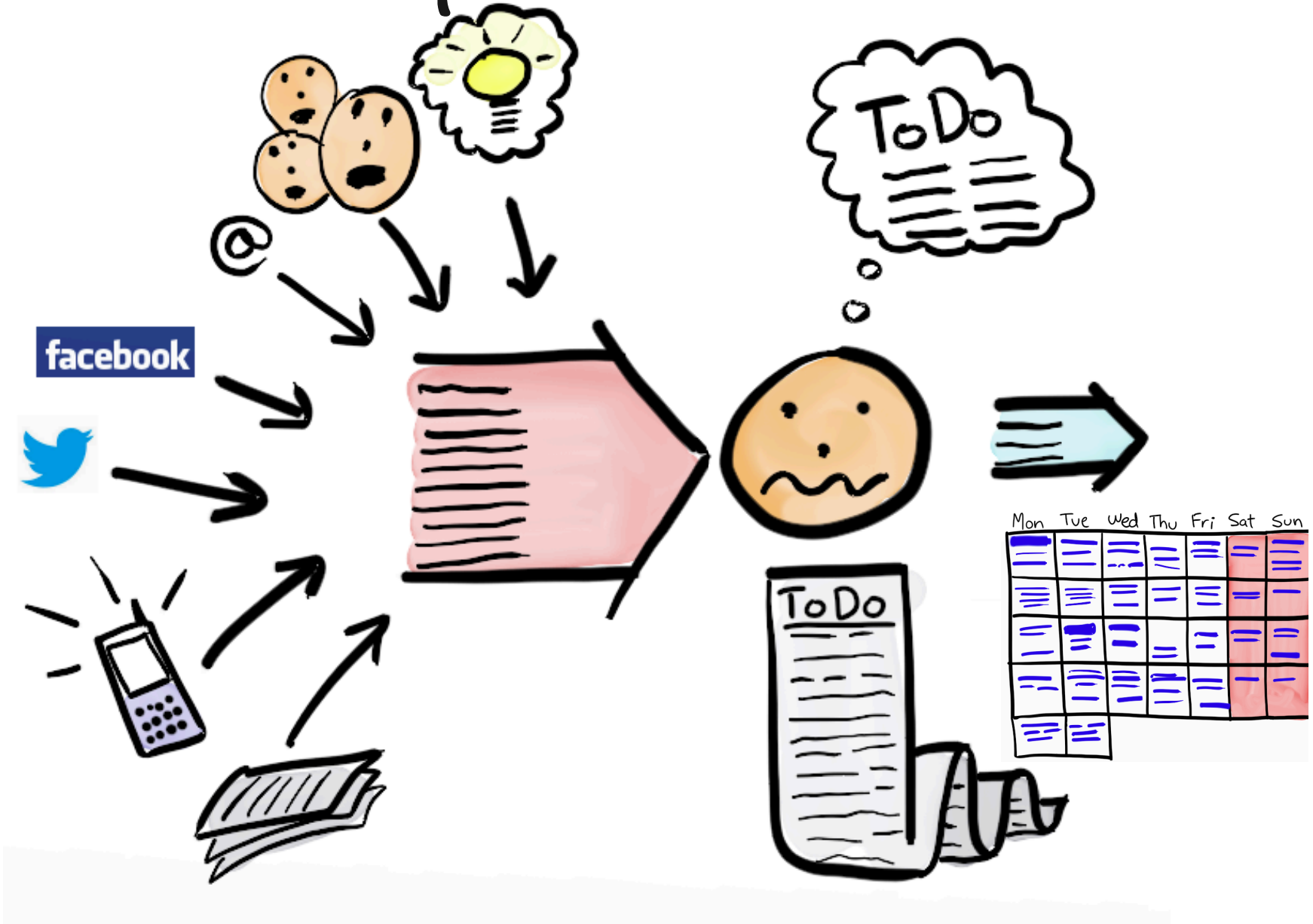
Chapter 1

How to control the hamster wheel

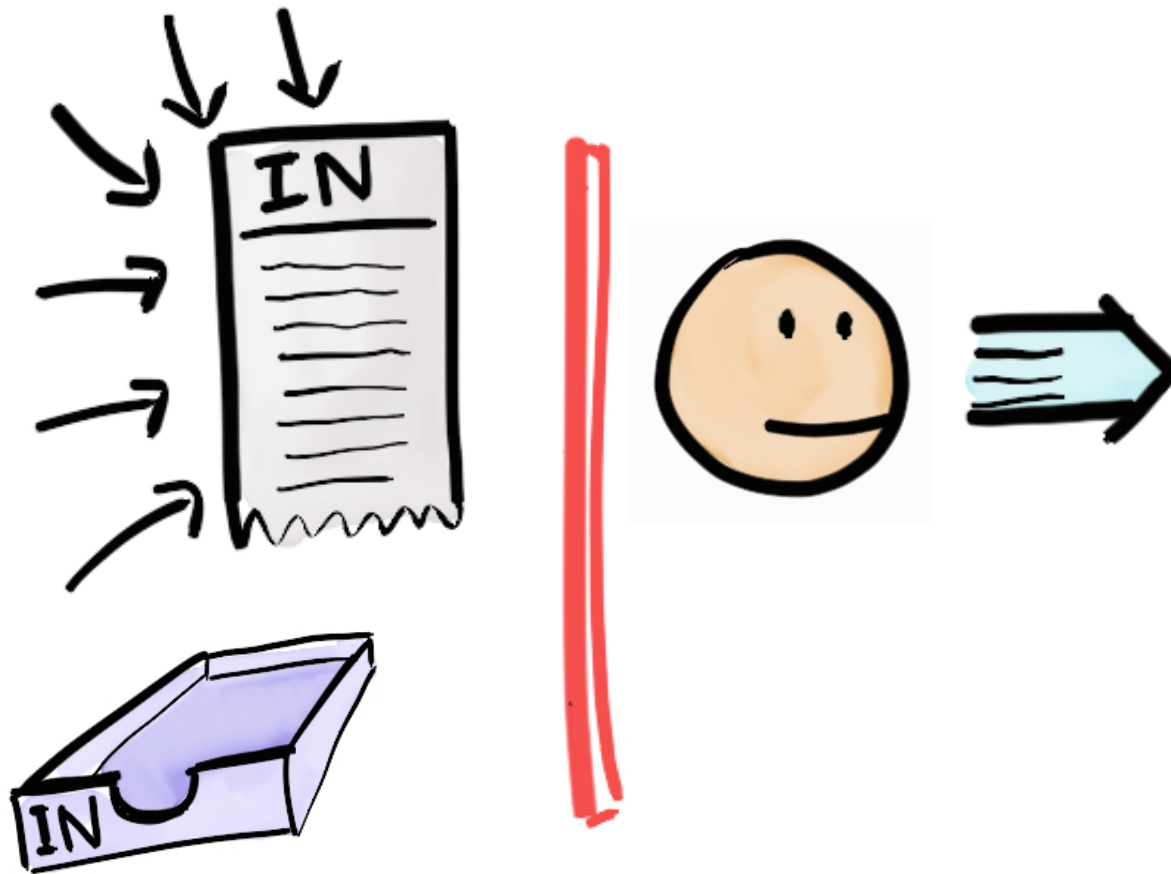


40m

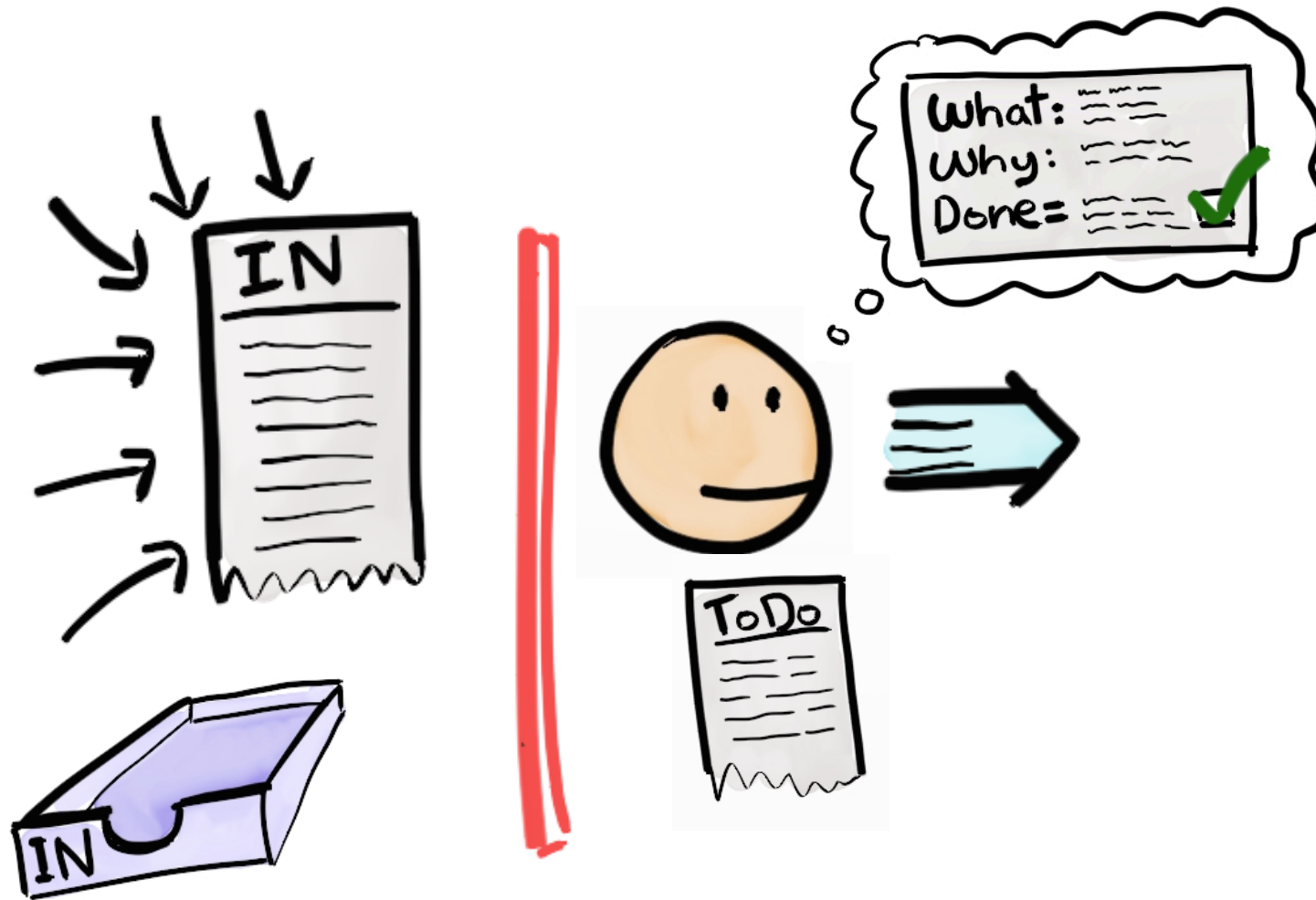
The diagram illustrates a workflow for managing tasks and information. On the left, several sources of input are shown: a group of three people, a lightbulb (representing an idea), a Facebook logo, a Twitter logo, a mobile phone, and a stack of papers. Arrows from these sources point towards a central pink arrow-shaped box. From this box, an arrow points to a person's head. Above the person's head is a thought bubble containing the text 'ToDo'. Below the person's head is a large, vertical 'ToDo' list. To the right of the person, a large blue arrow points towards a calendar. The calendar is a grid with columns for the days of the week (Mon, Tue, Wed, Thu, Fri, Sat, Sun) and rows for tasks. The tasks are represented by horizontal lines of varying lengths, indicating the duration of each task. The calendar shows tasks scheduled for various days, with some days having multiple tasks.



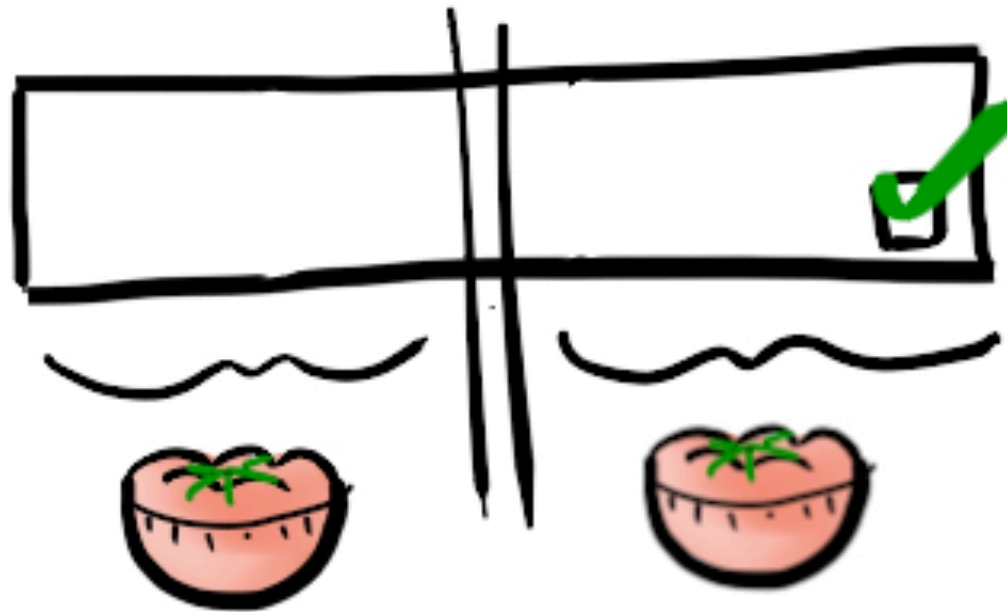
Isolate the noise



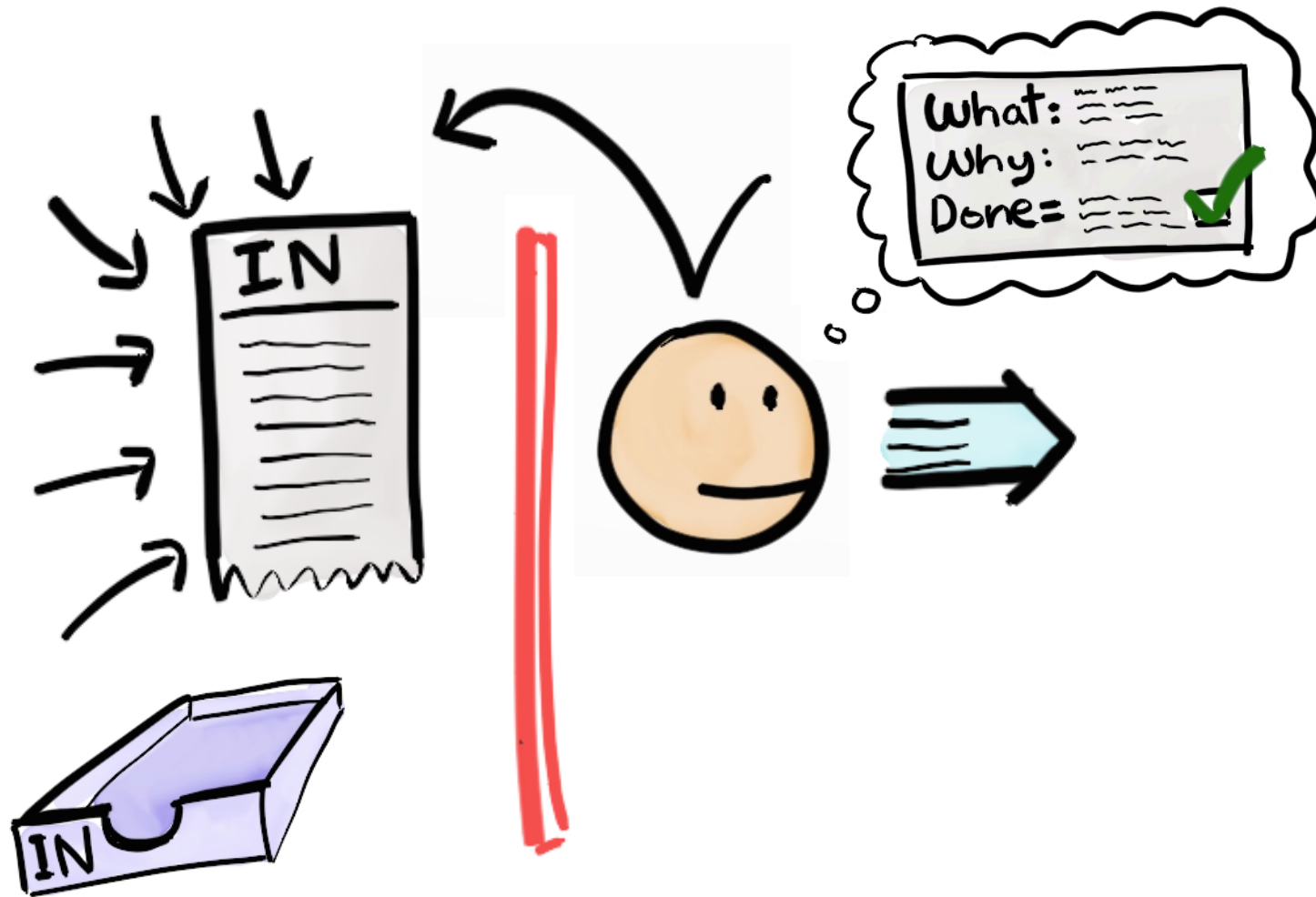
Do 1 thing until Done







Teflon mode



Know your WIP (work in progress)

Someday / Maybe

Check out



Blog about



Read



Ideas



WIP

Actions, Projects,
Commitments, Promises



Appointments

Mon	Tue	Wed	Thu	Fri	Sat	Sun
—		—		—		—
	—		—			
—	—	—		—	—	
—		—				
—	—					

Limit WIP

6 starred emails

	From	Subject
★	w@u	h... ..
★	w@u
★	w@u
★	w@u
★	w@u
★	w@u

40 hours at office

M	T	W	T	F	S	S
8h	8h	8h	8h	8h	0h	0h

10 travel days per year



60% stress

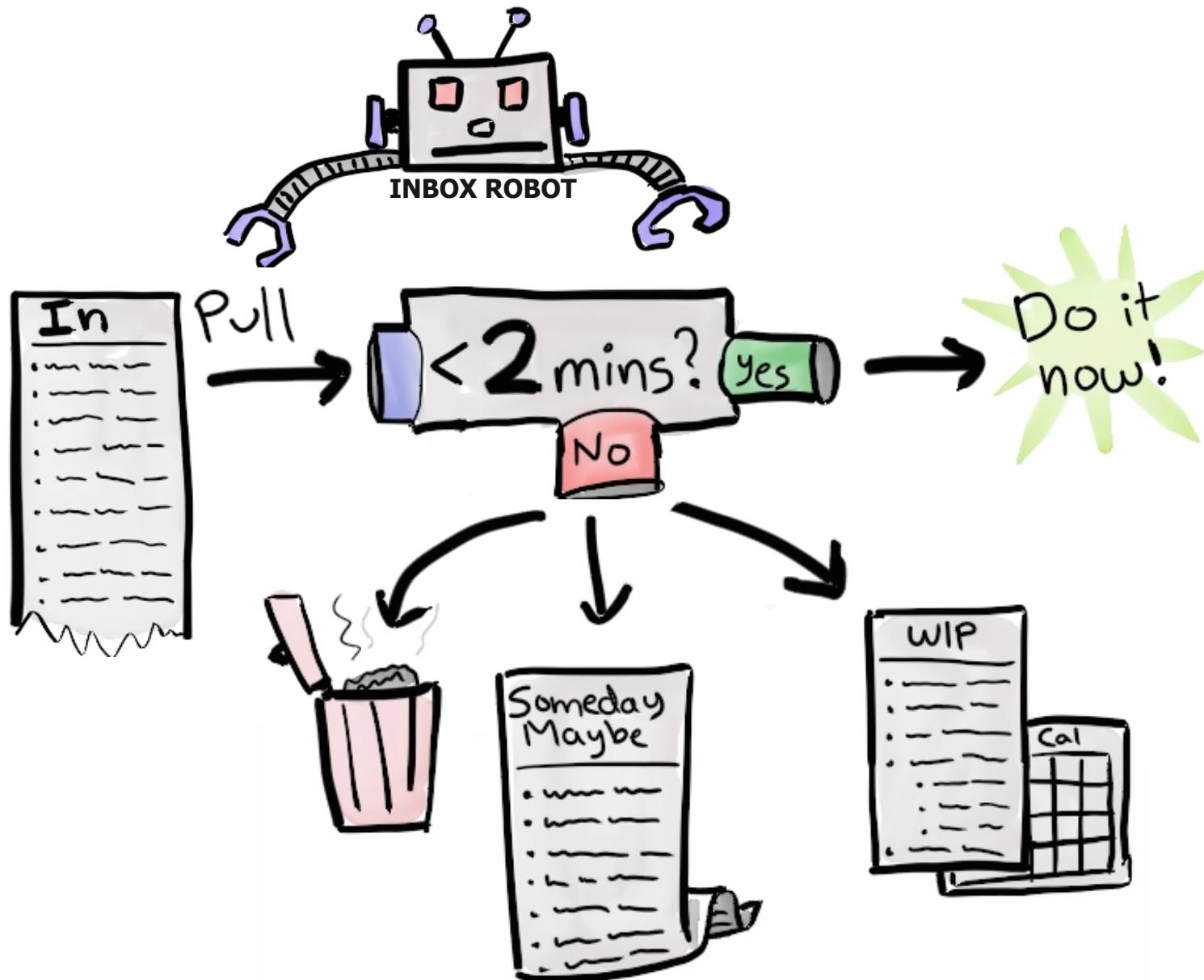


10 actions

	W... ..	W... ..	W... ..	W... ..
...
...
...
...

3 projects

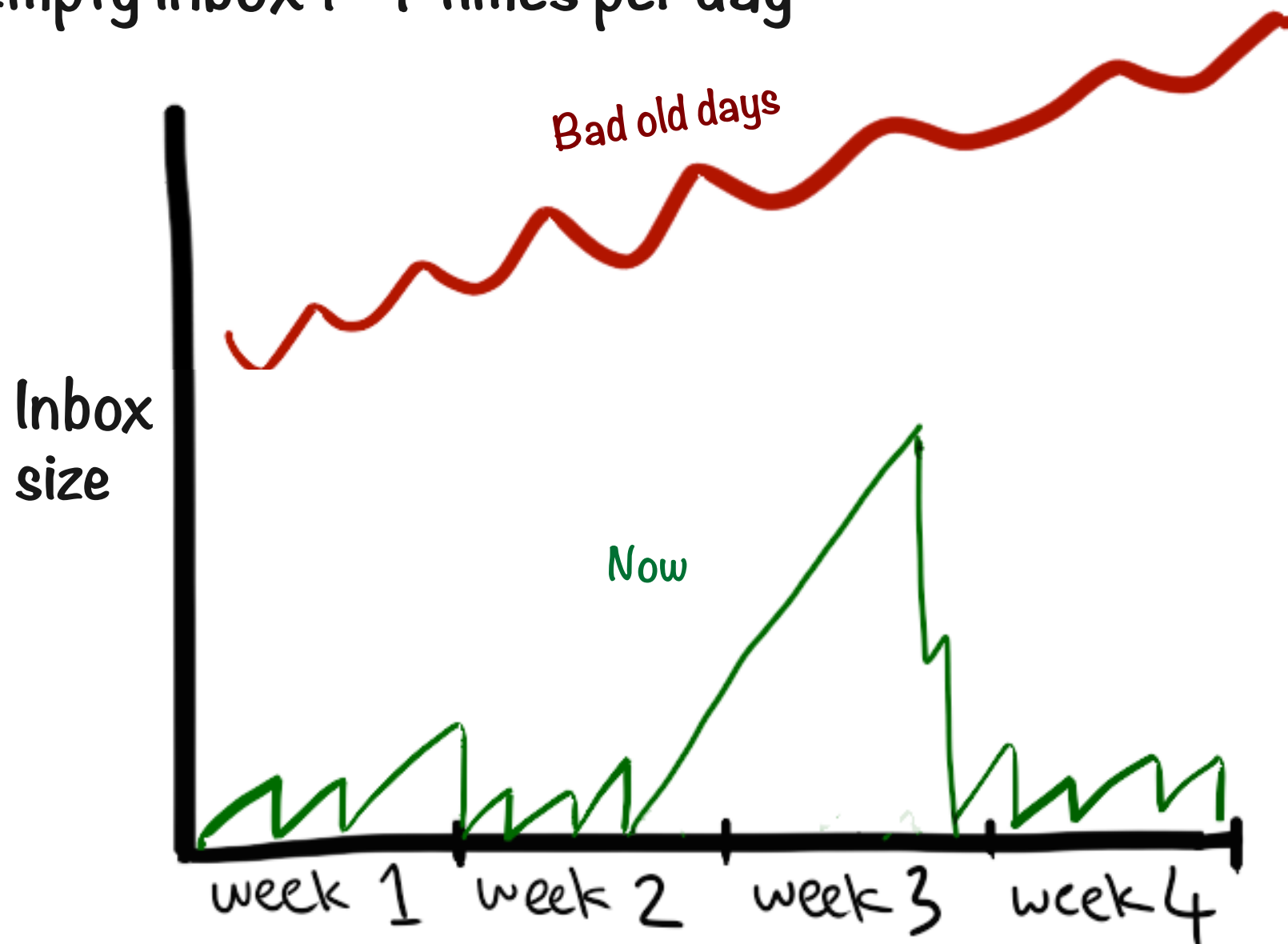
Learn how to get inbox to zero



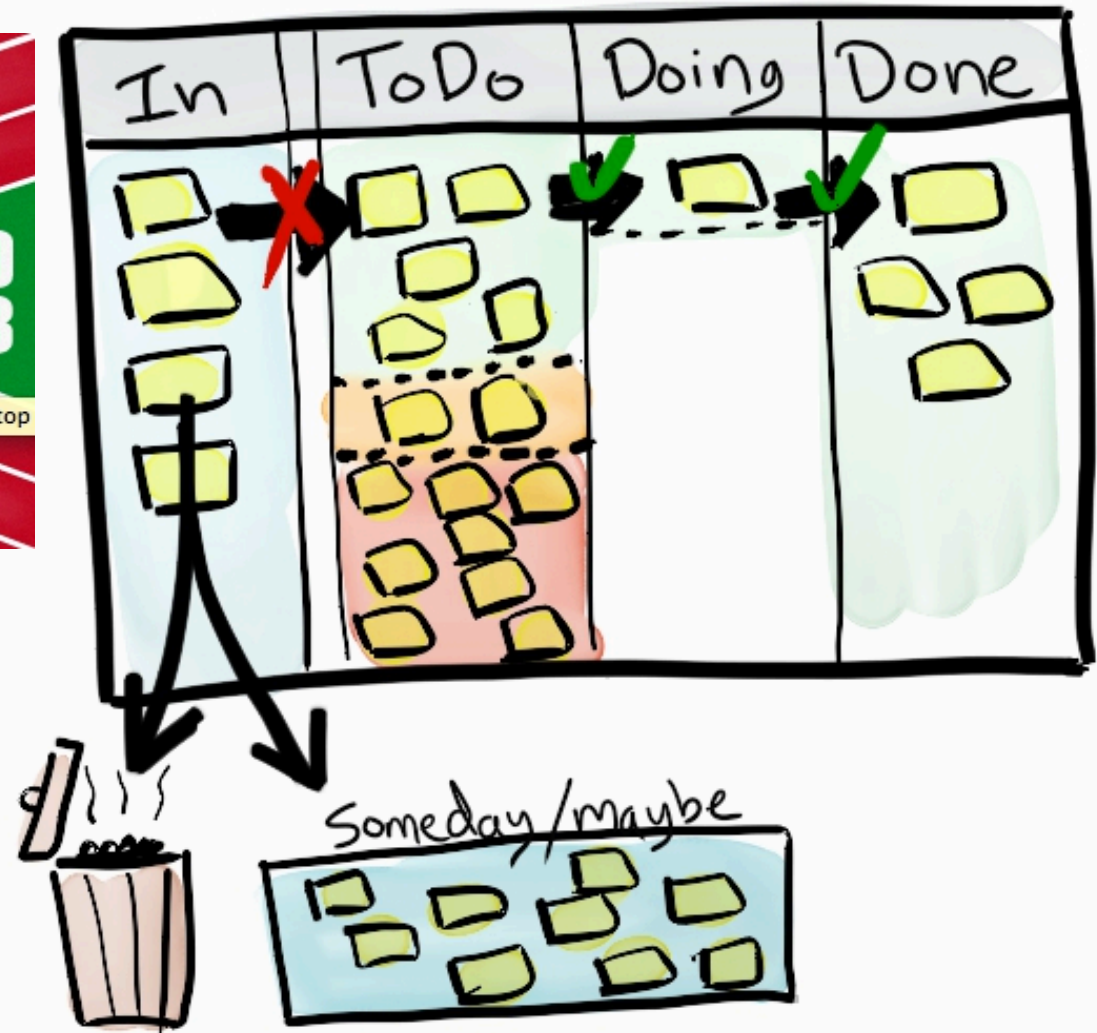
STOP when inbox is clear!
Don't be an inbox junky!



Empty inbox 1-4 times per day

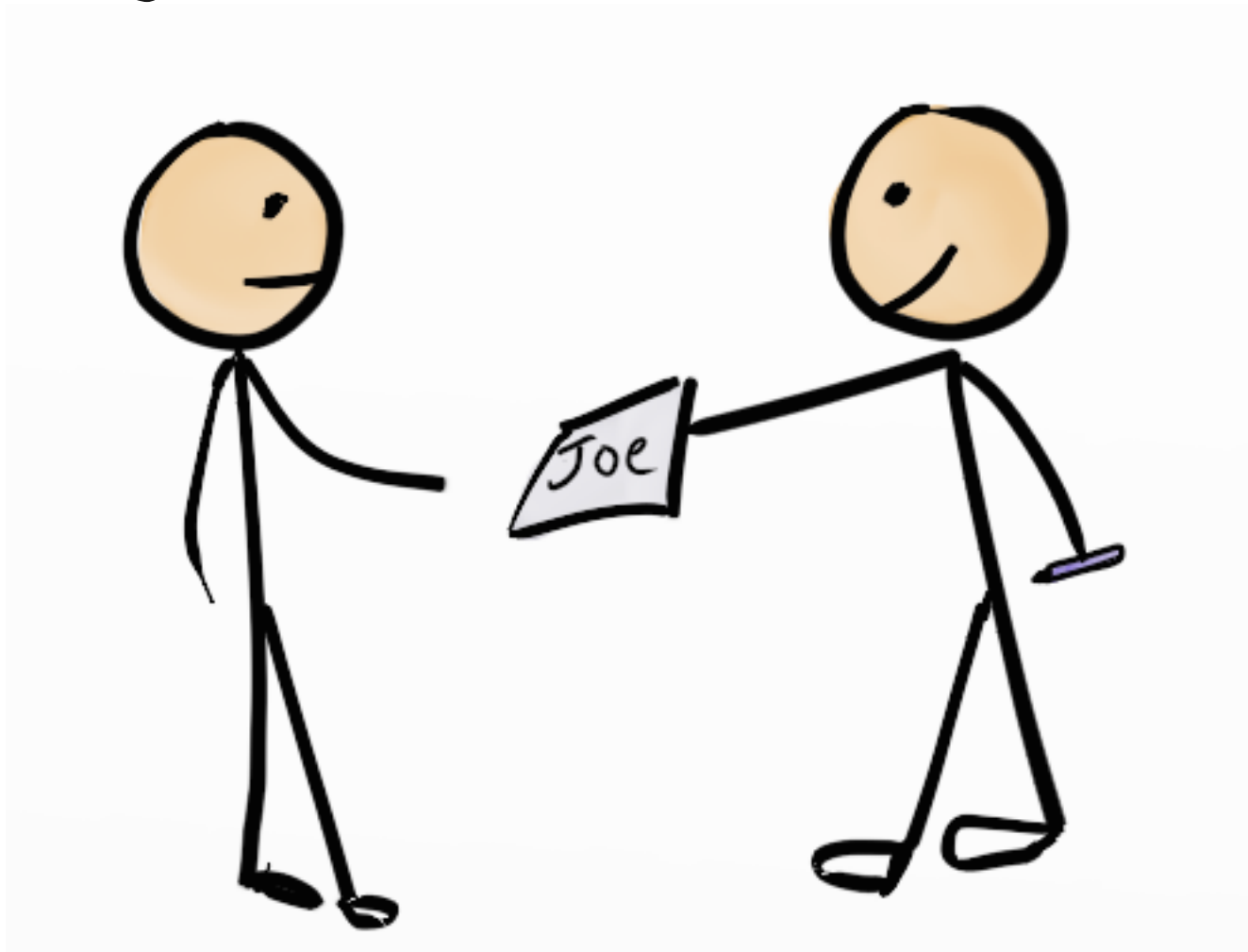


Too much WIP?



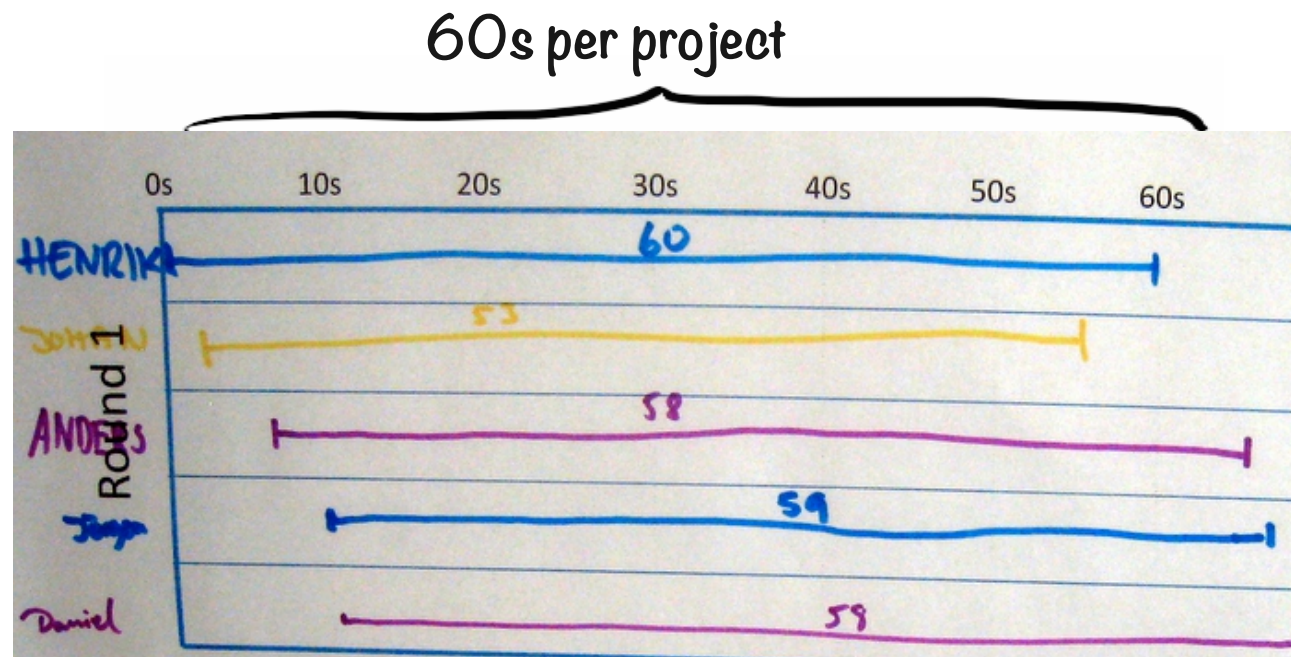
Chapter 2

How long does it take to write a name?

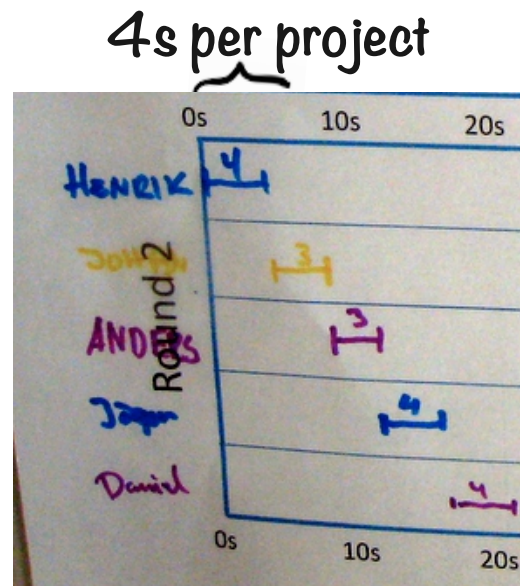


30m

Writer A
No WIP limit



Writer B
WIP limit = 1

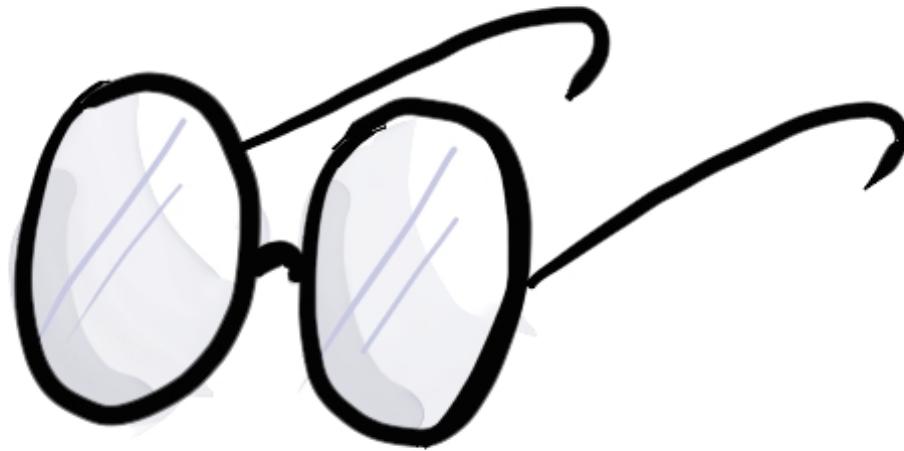


15 times faster!

3.5 times more productive!

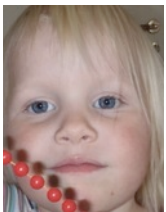
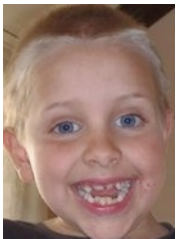
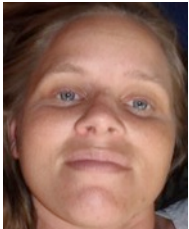
Chapter 3

WIP is everywhere! Learn to see it.



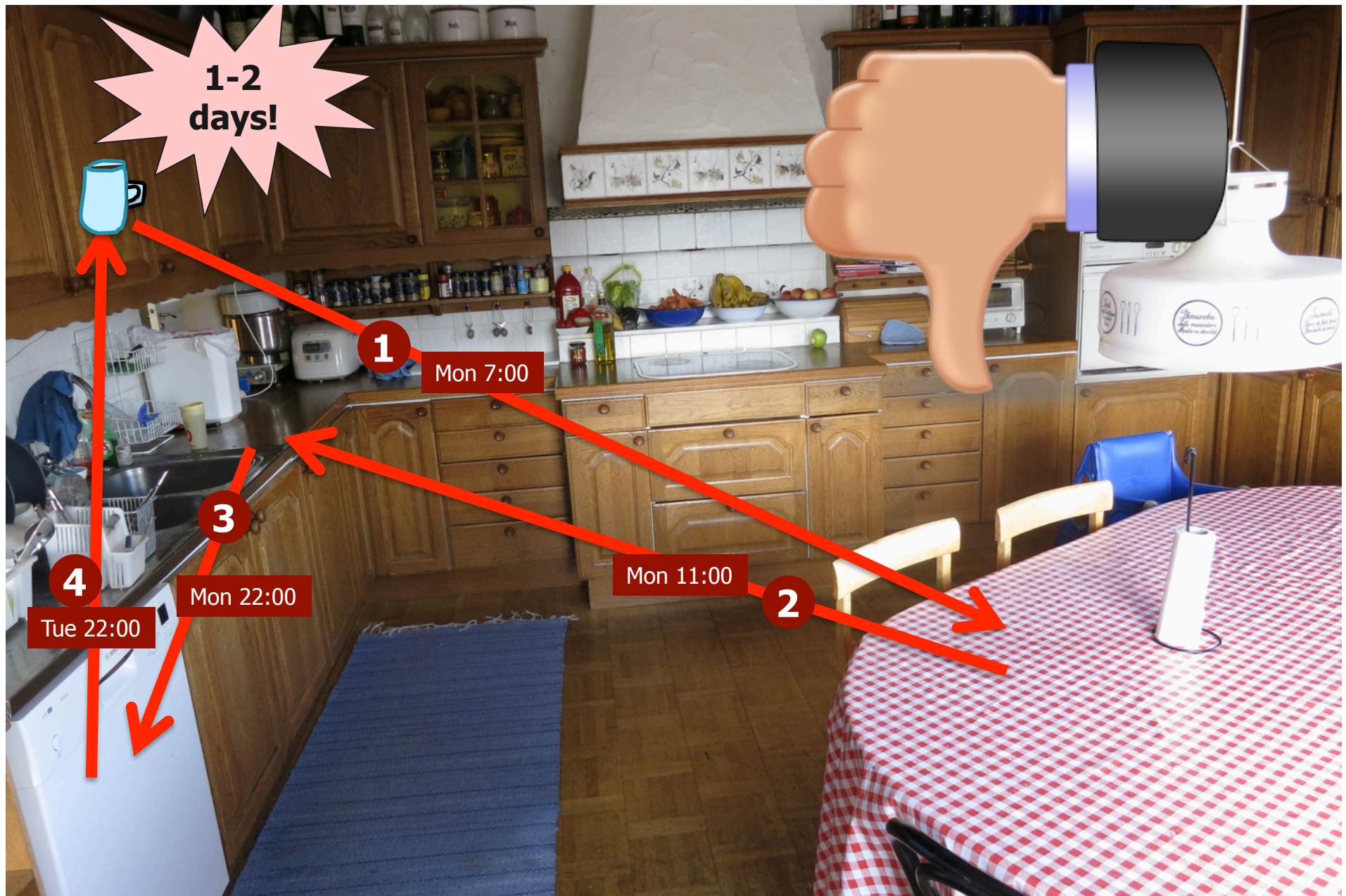


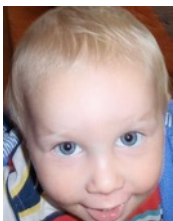
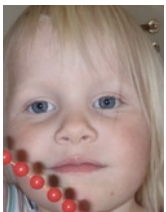
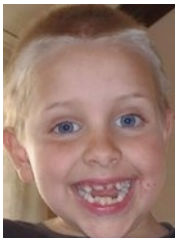
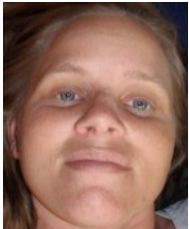
Henrik Kniberg



160+





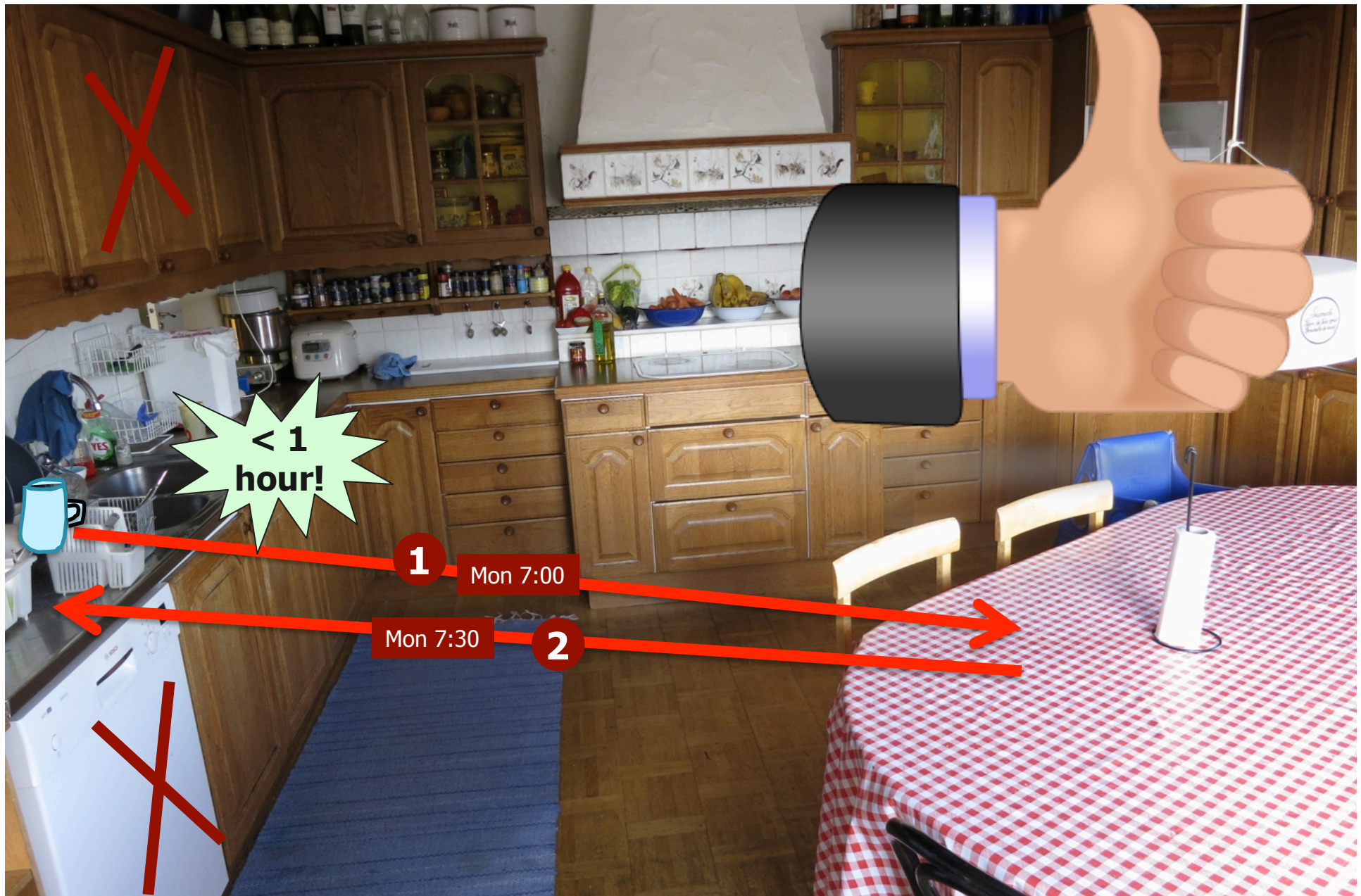




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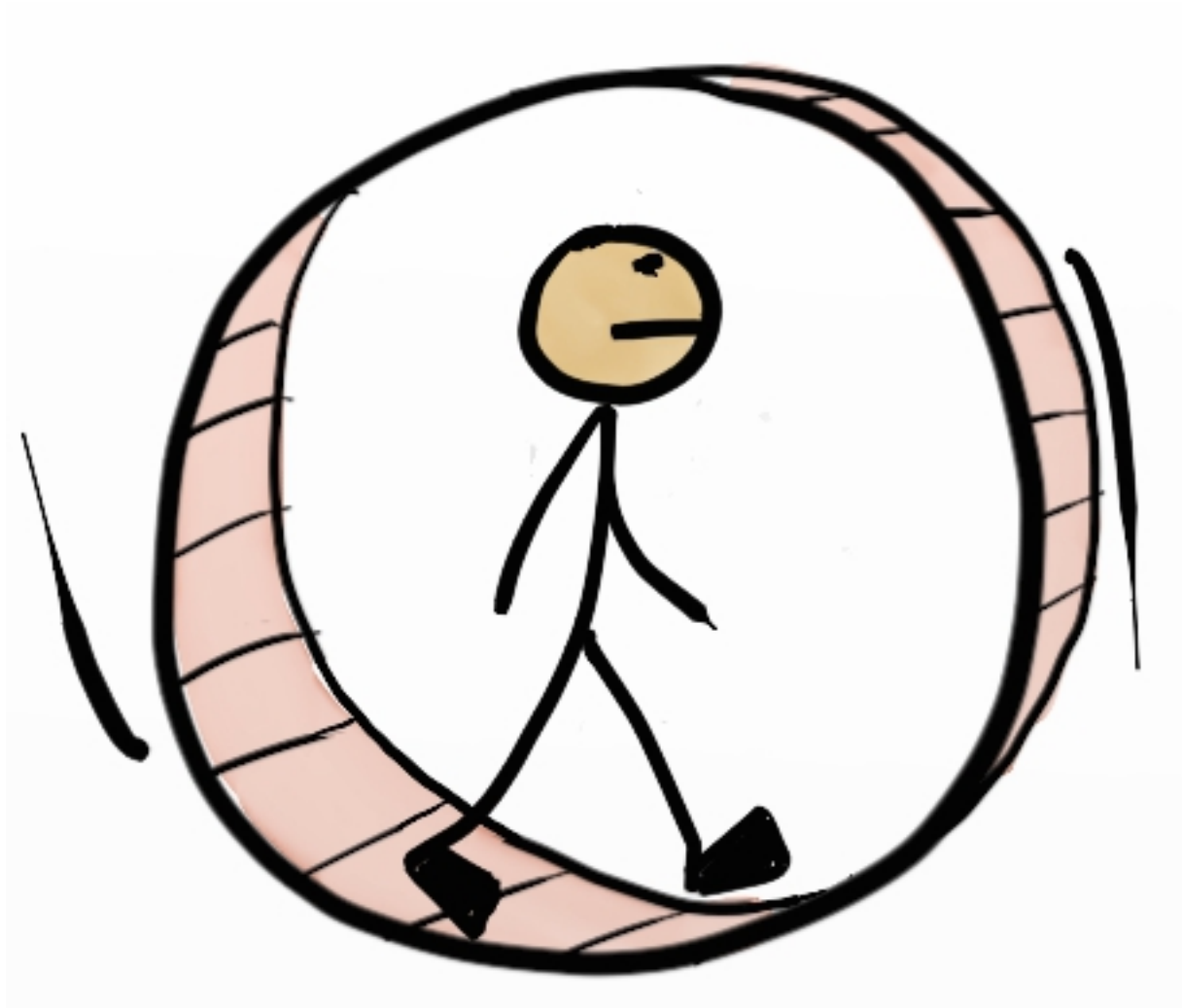
Henrik Kniberg







Henrik Kniberg



Chapter 4

The art of....



Practice!

On a count of 3, say:

“No”

Practice!

On a count of 3, say:

“No thanks”

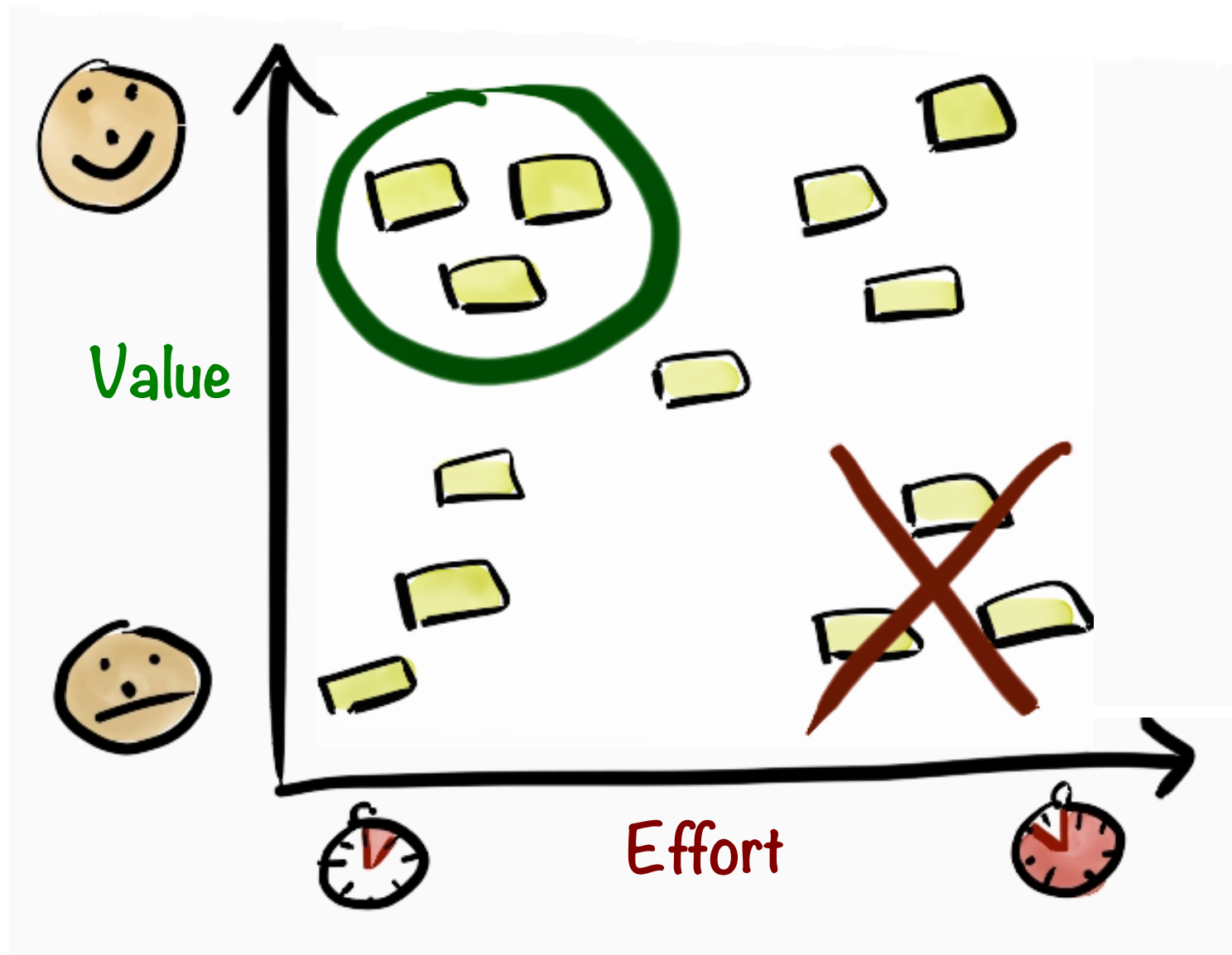


Never say "I don't have time"!



~~"I don't
have time"~~

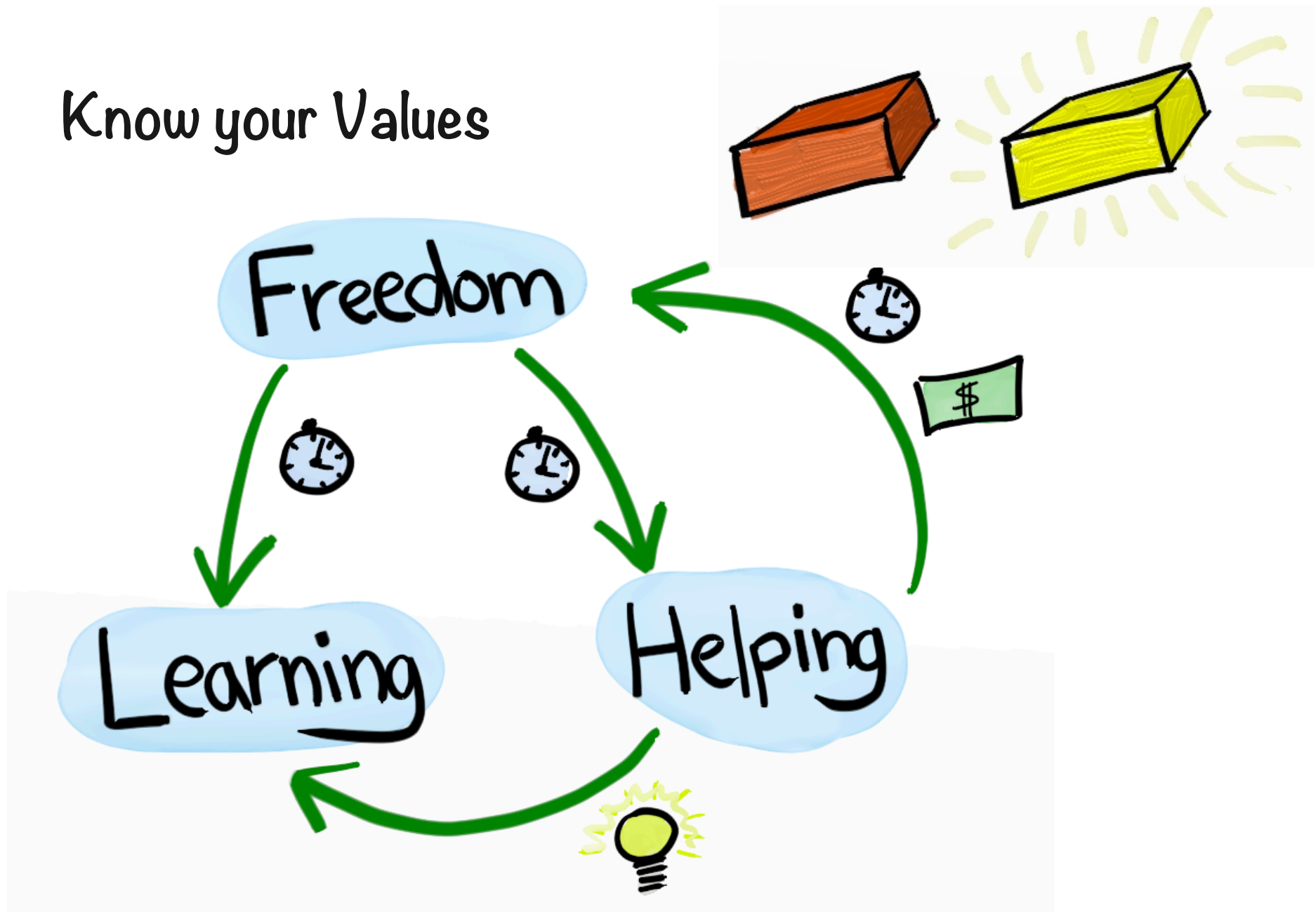
80/20 rule



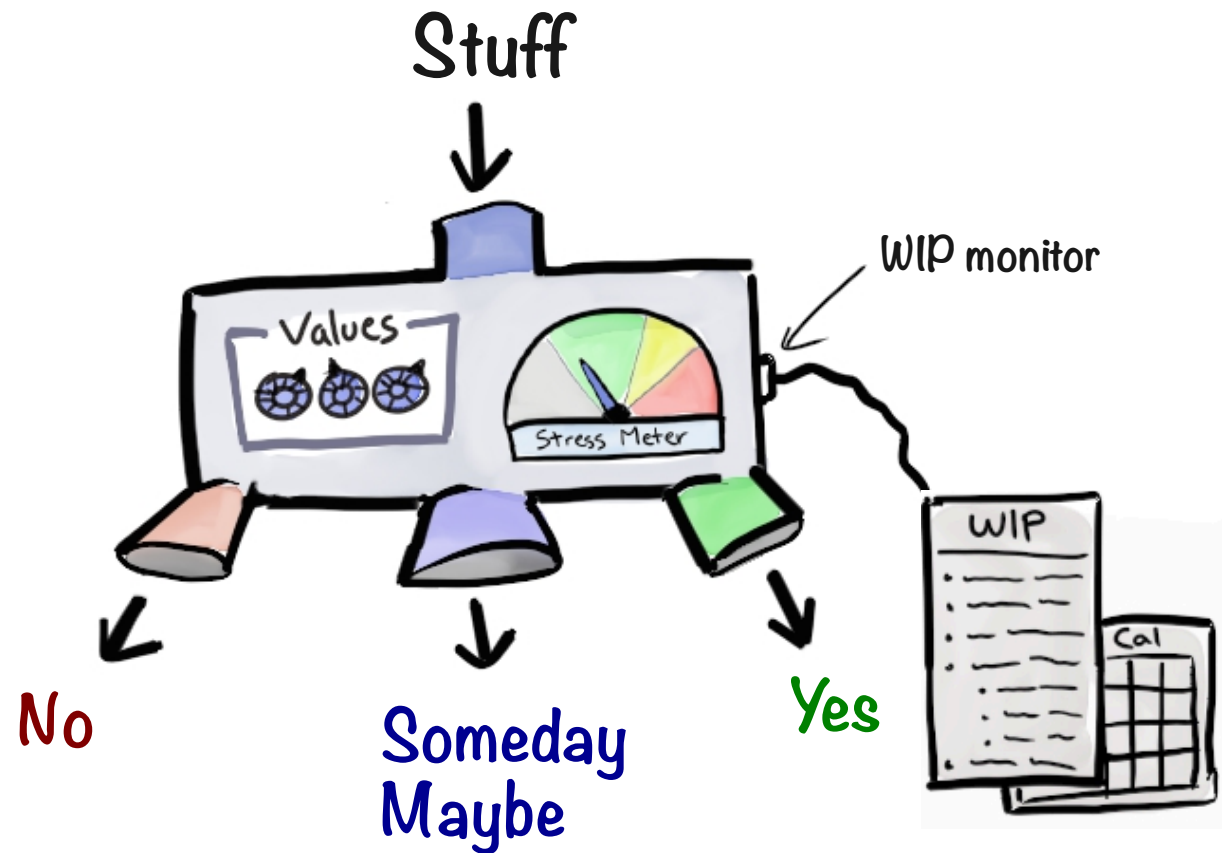
Maximize Value, not Output



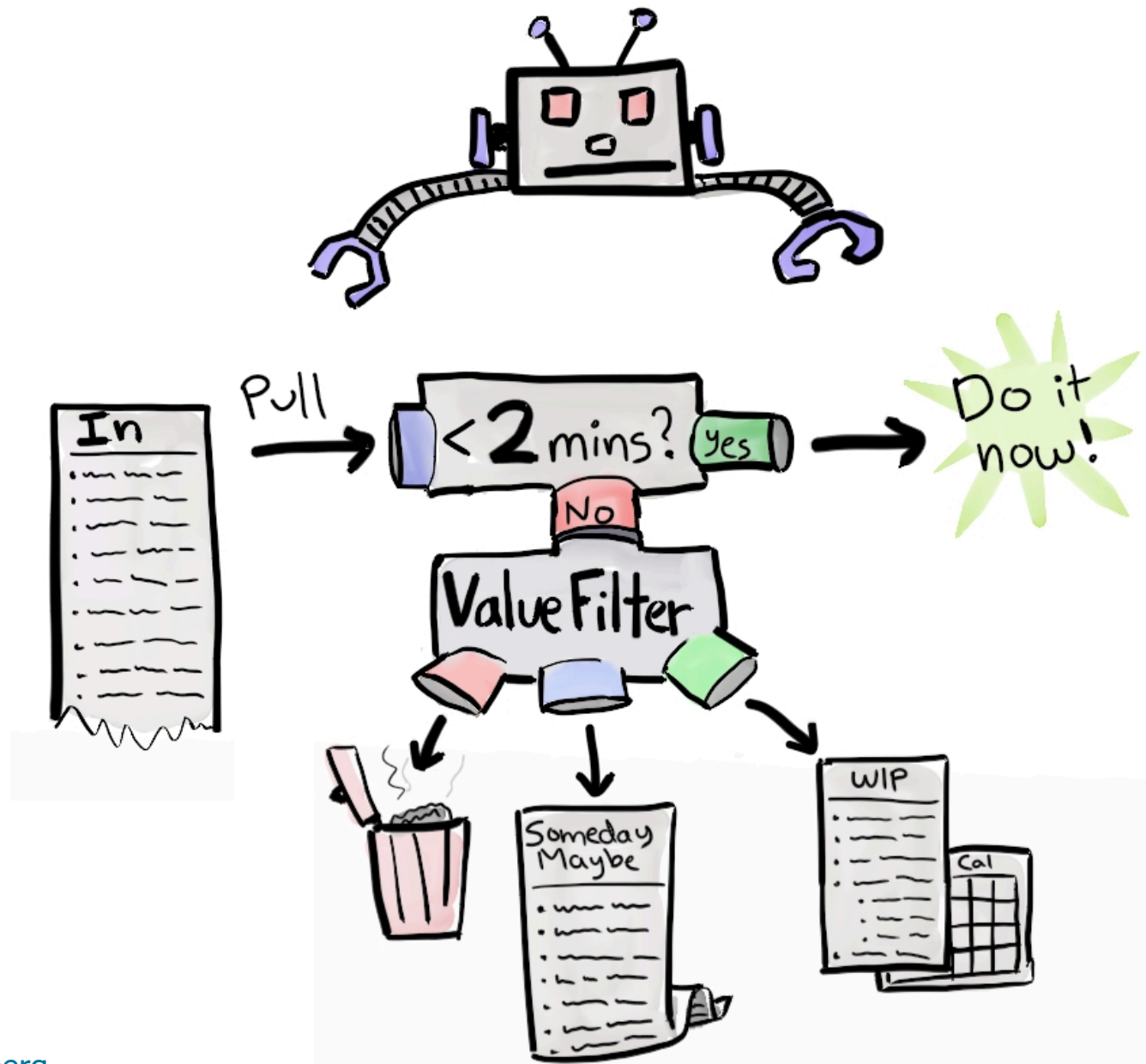
Know your Values



Create a value filter

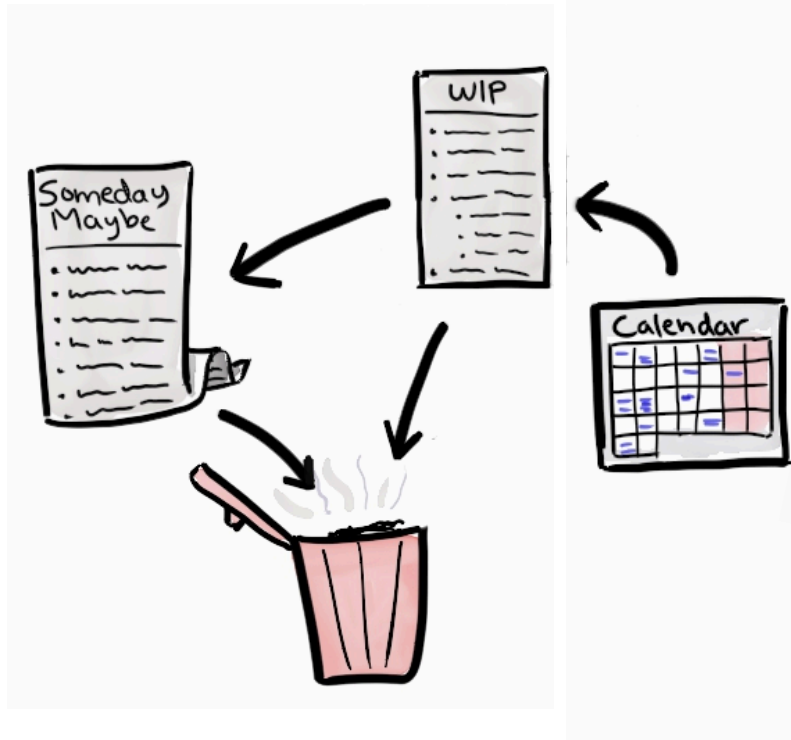


Install the value filter

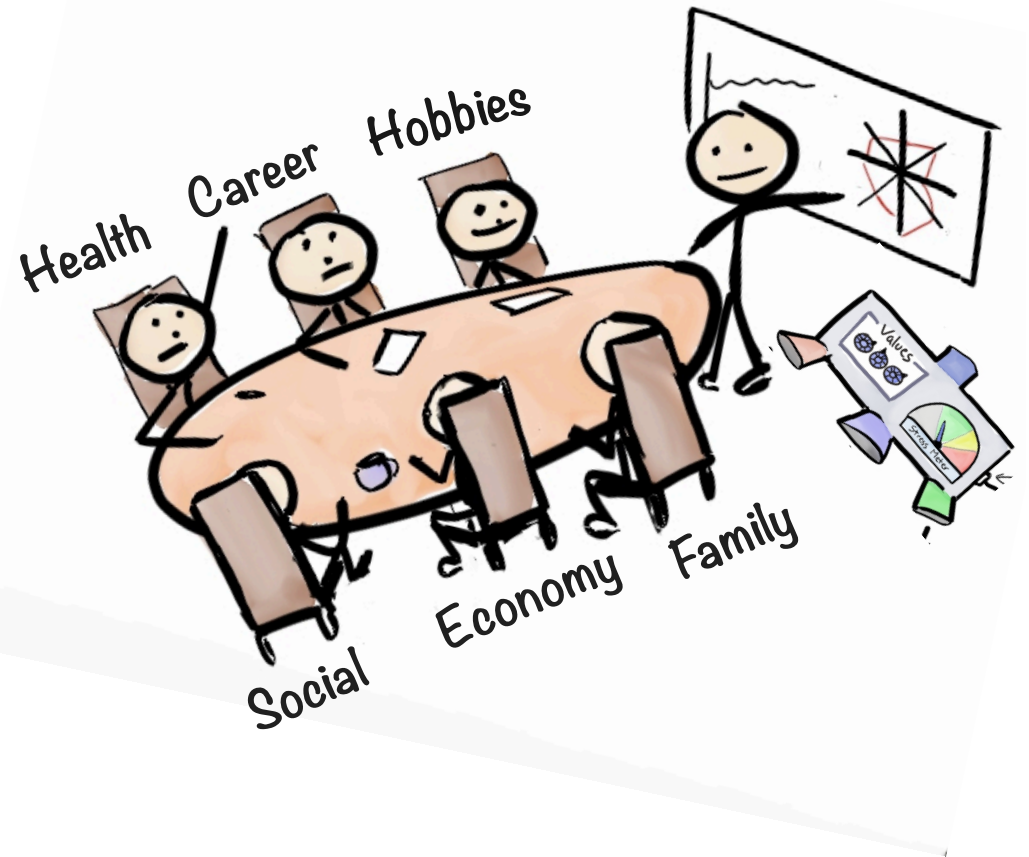


Schedule time for reflection

WIP review

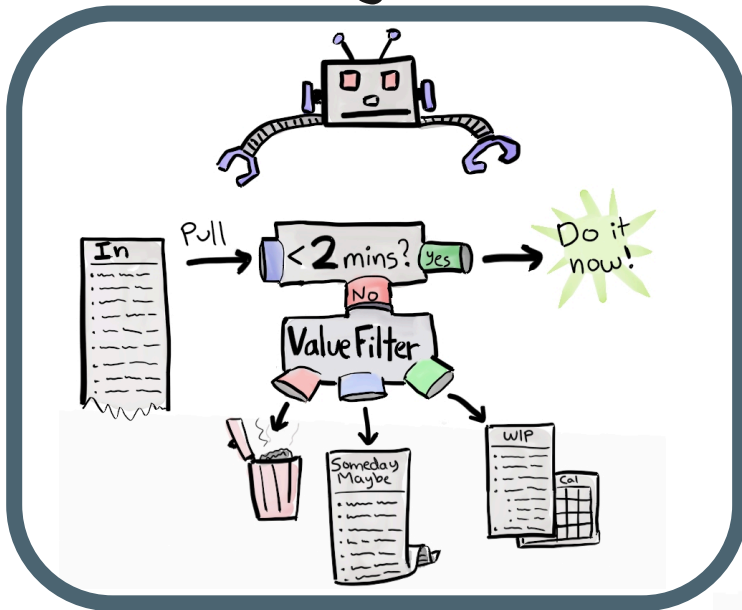


Personal board meeting

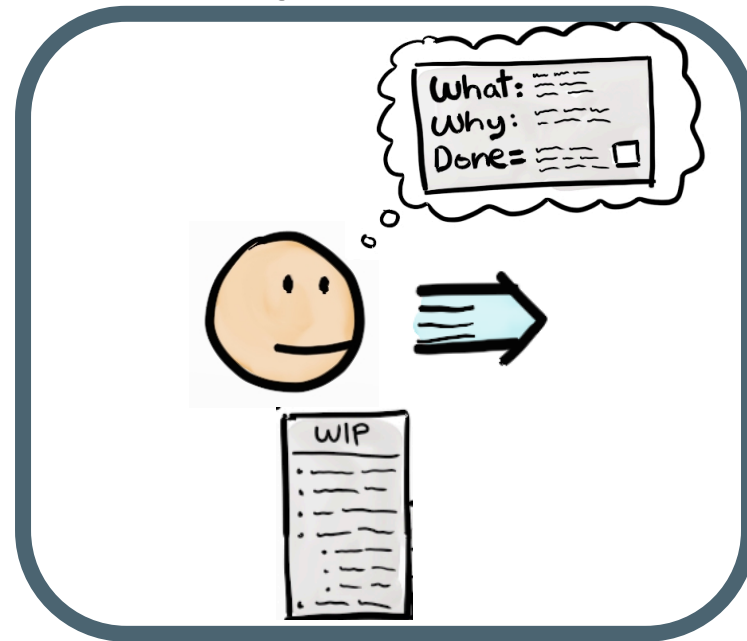


4 types of activities

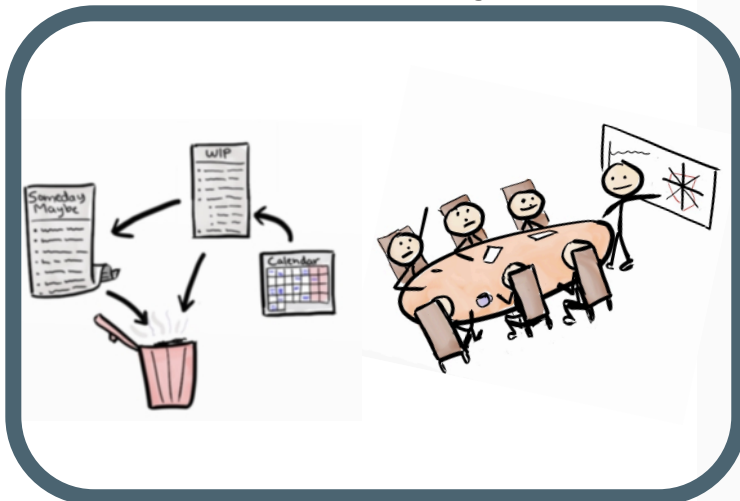
Clearing inbox



Getting Stuff Done



Reflecting



Whatever

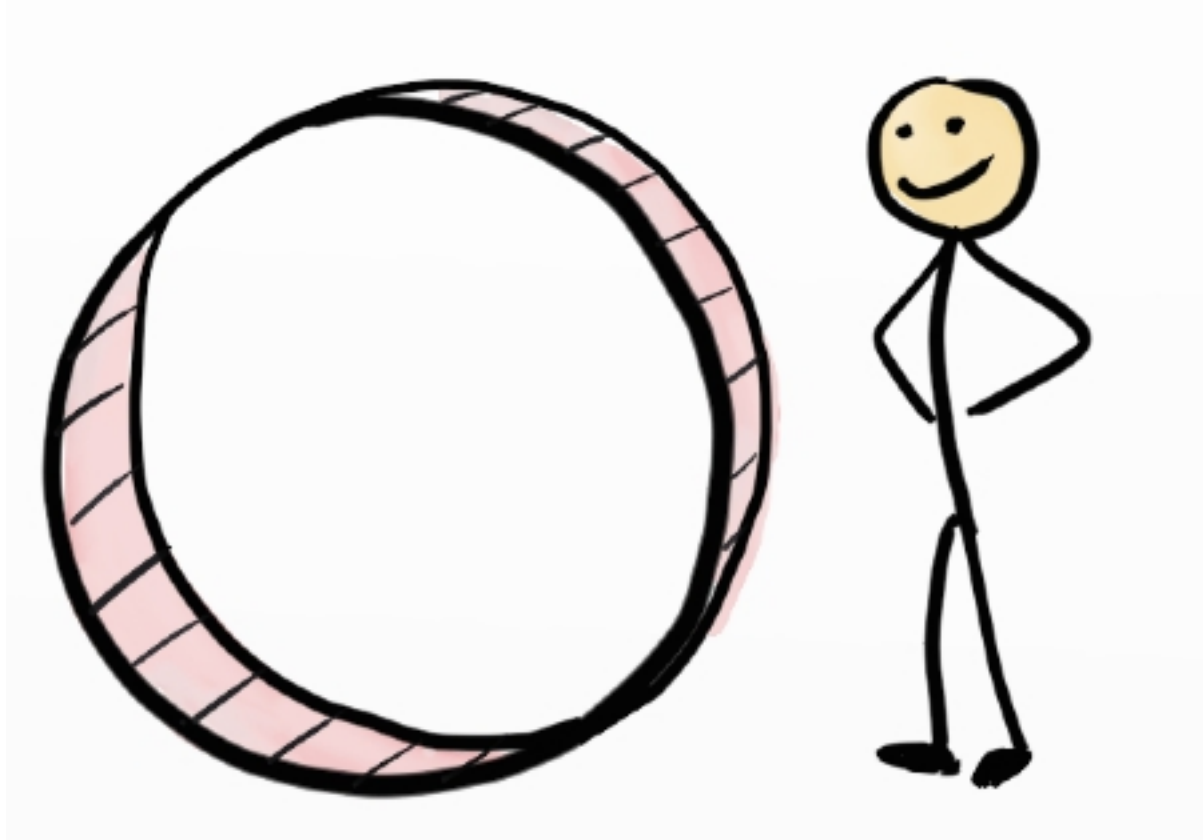




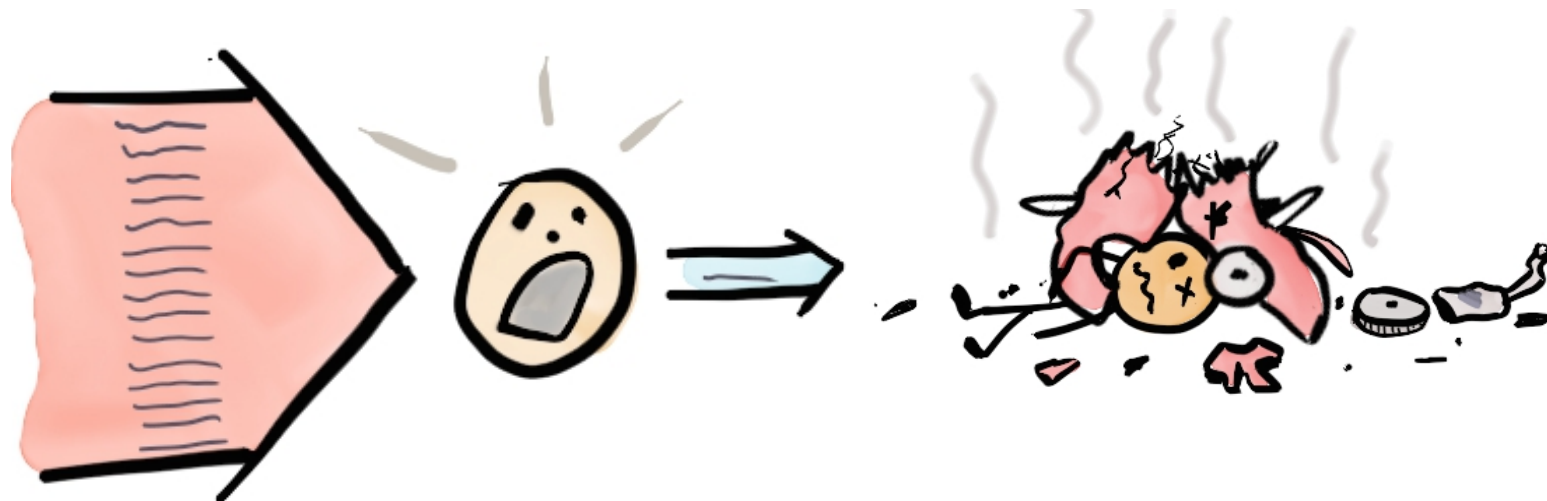
Henrik Kniberg

Chapter 5

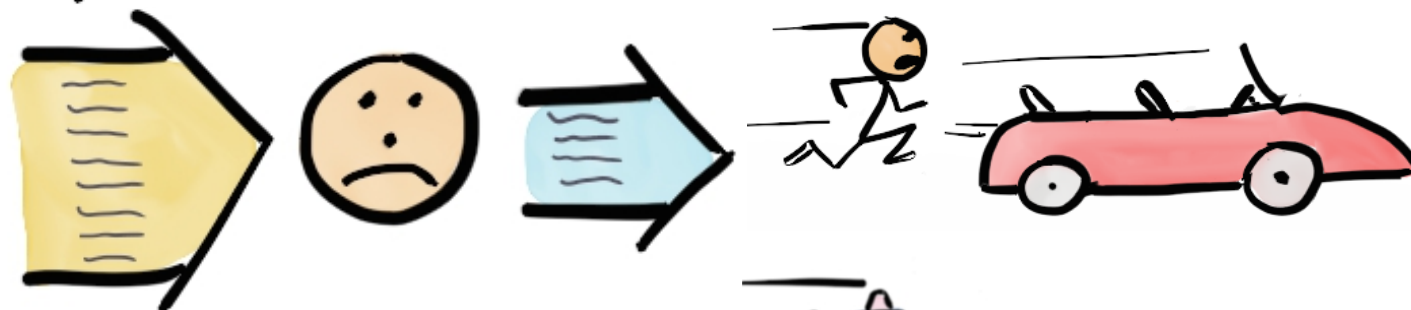
Get OFF the hamster wheel



Thrashing



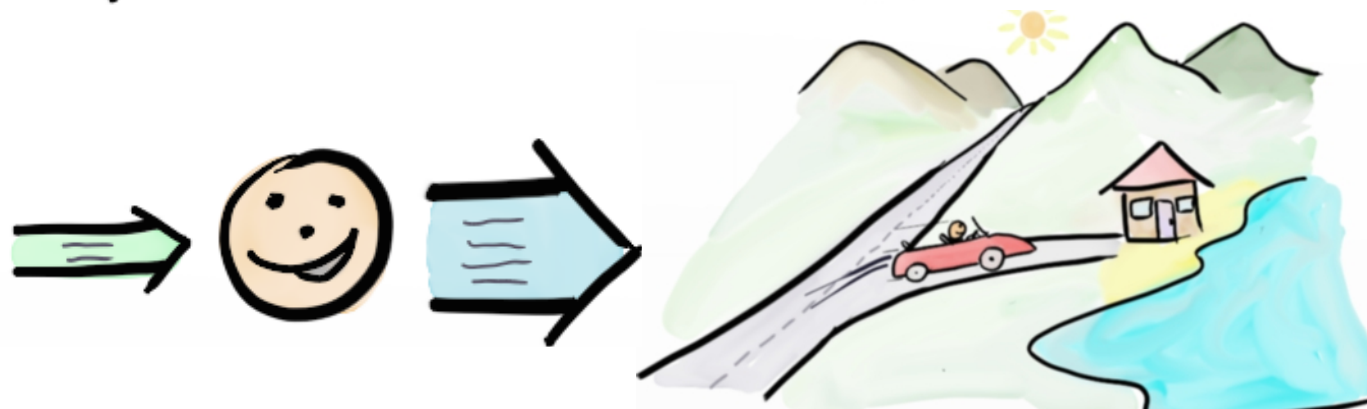
Overflow



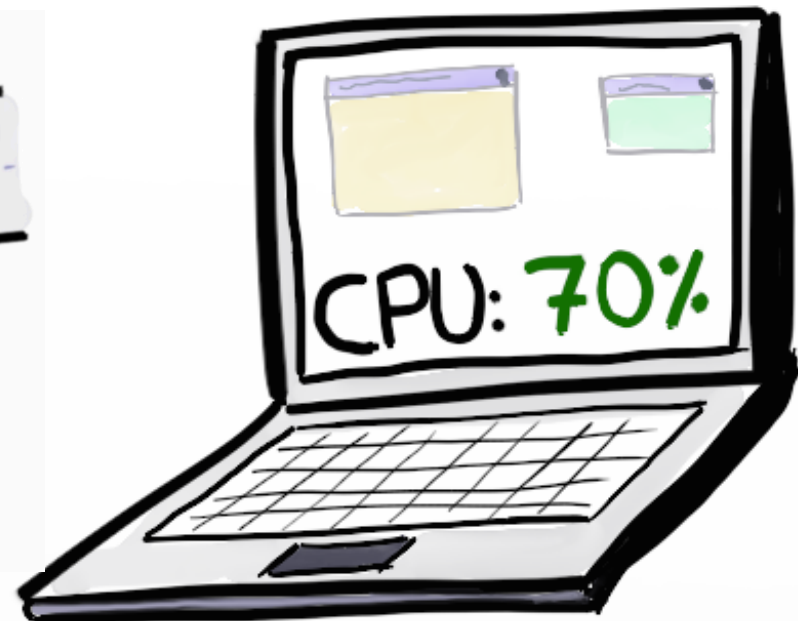
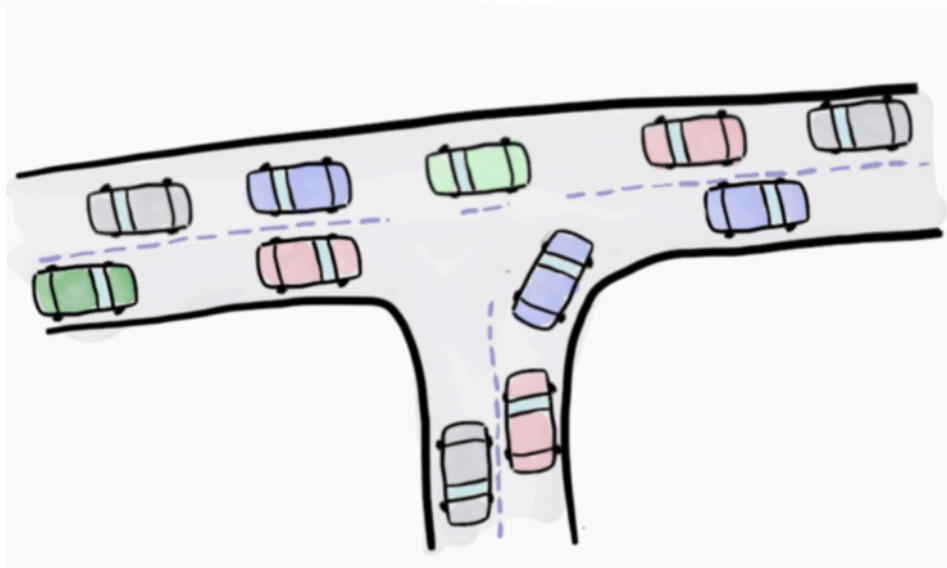
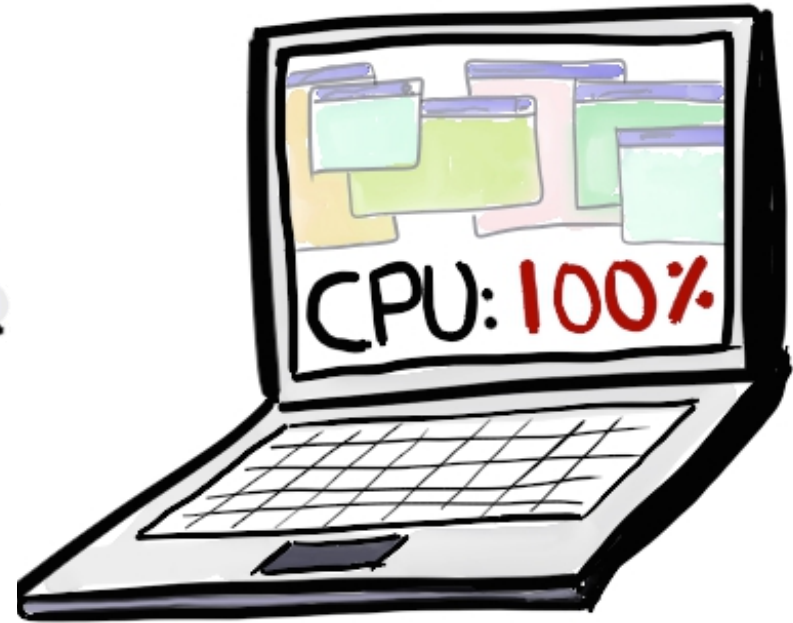
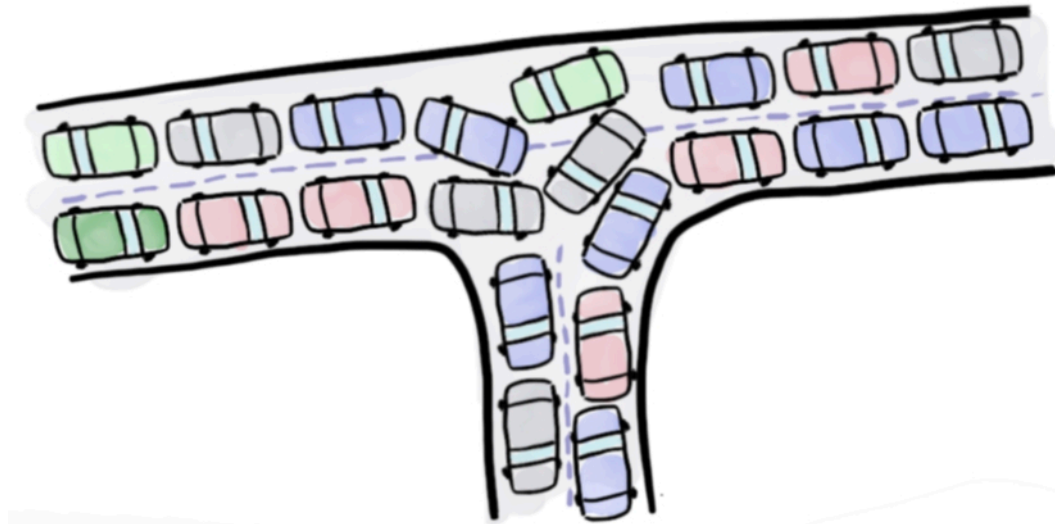
Balance

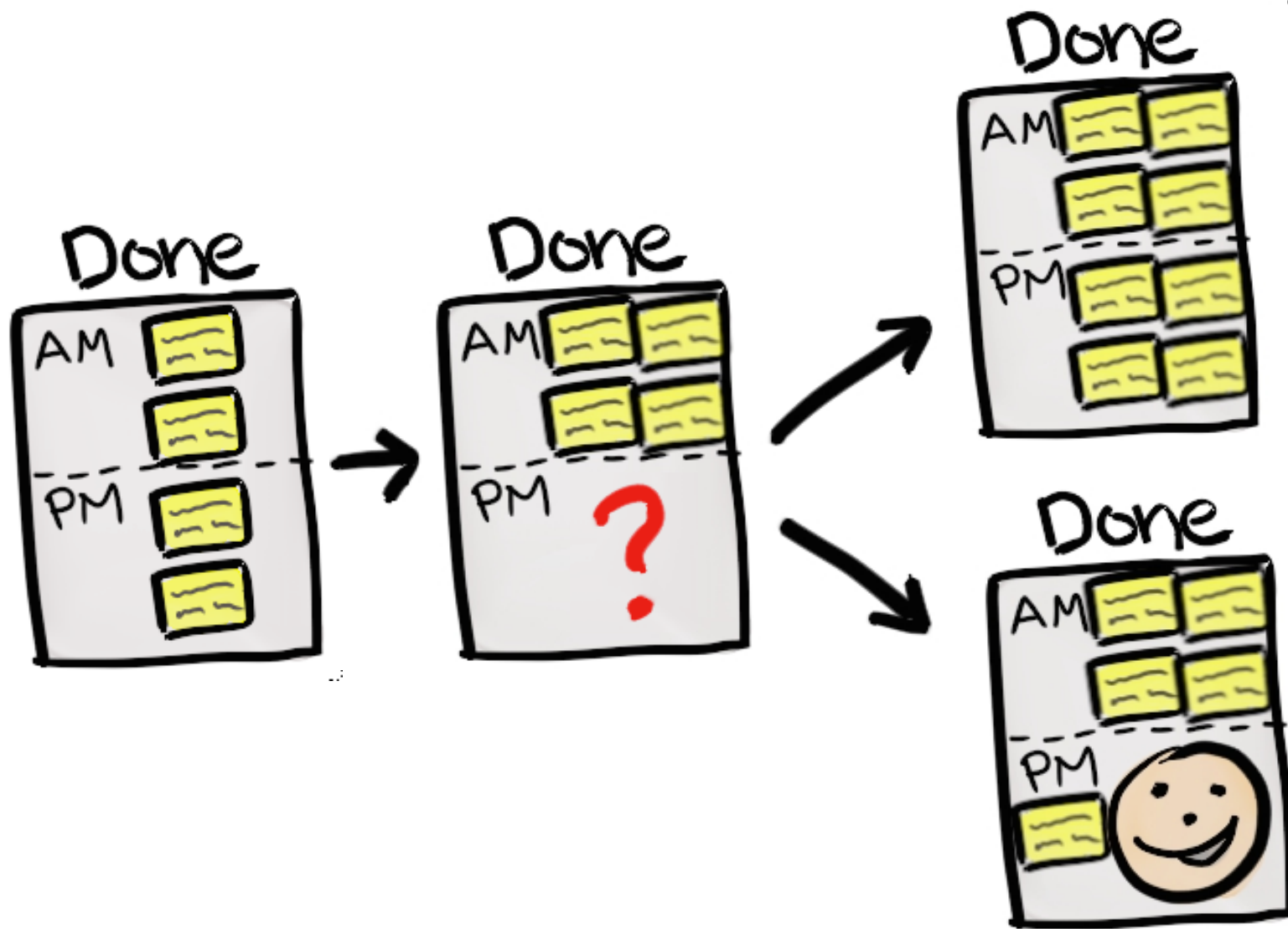


Slack



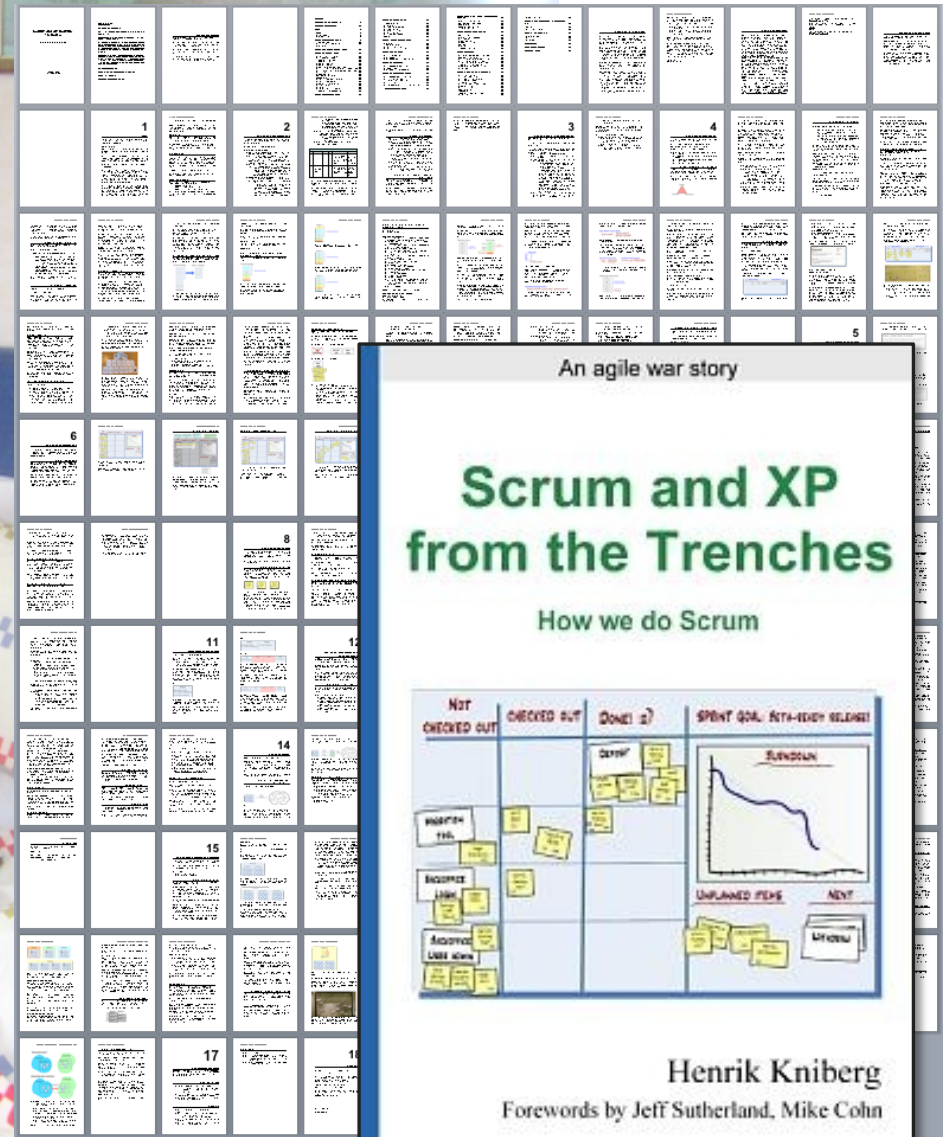
Slack

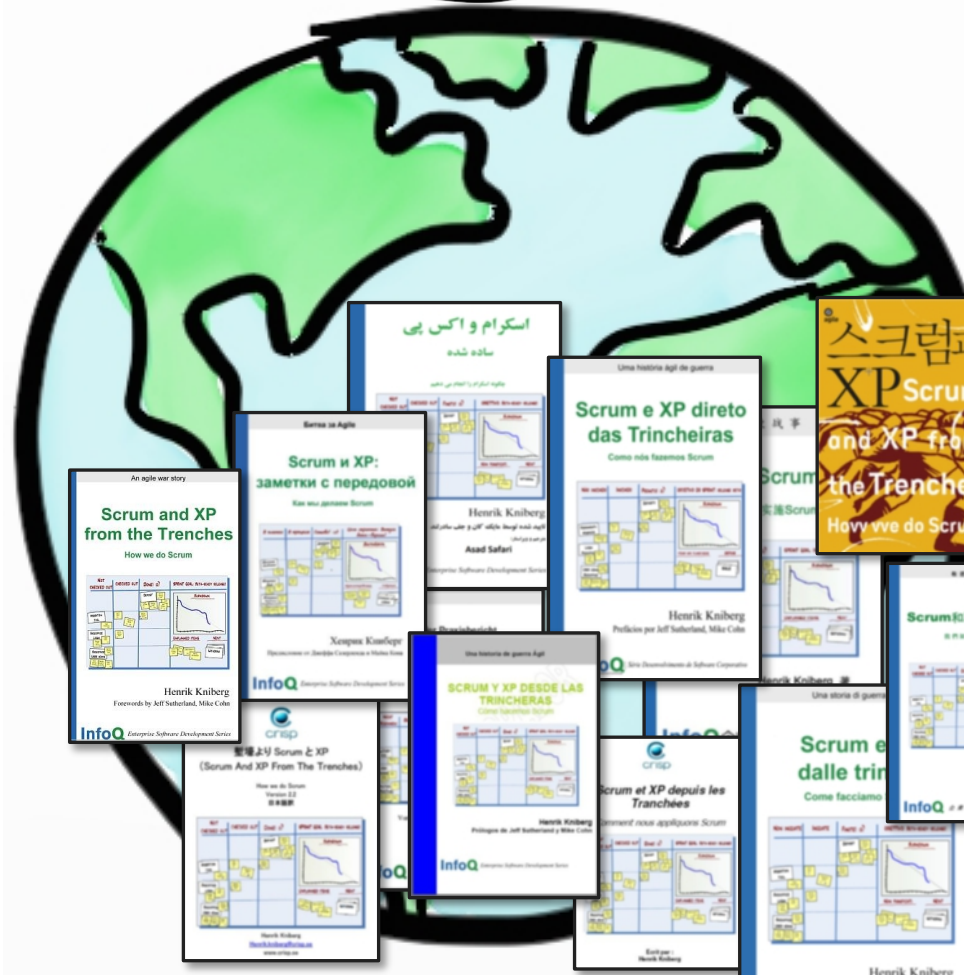




Once upon a weekend

Nov 10-12, 2006





Mon	Tue	Wed	Thu	Fri	Sat	Sun

Henrik Kniberg

Slack rule

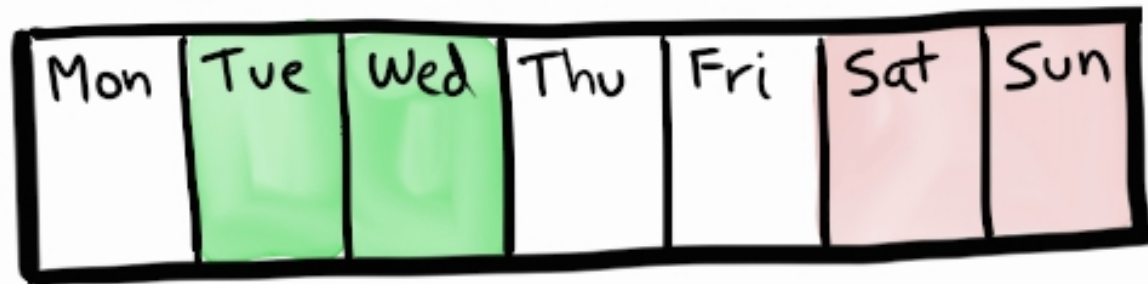


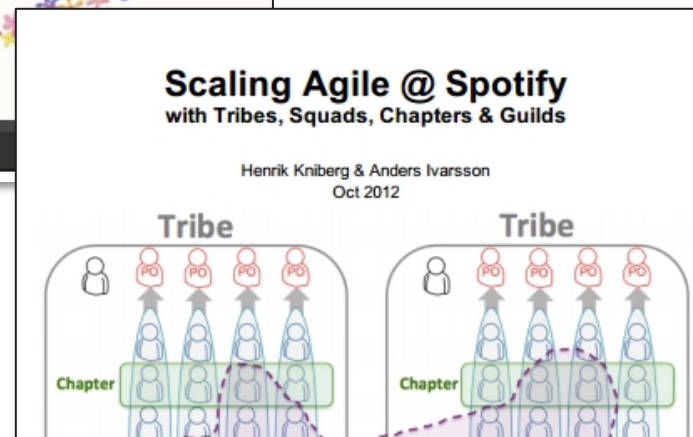
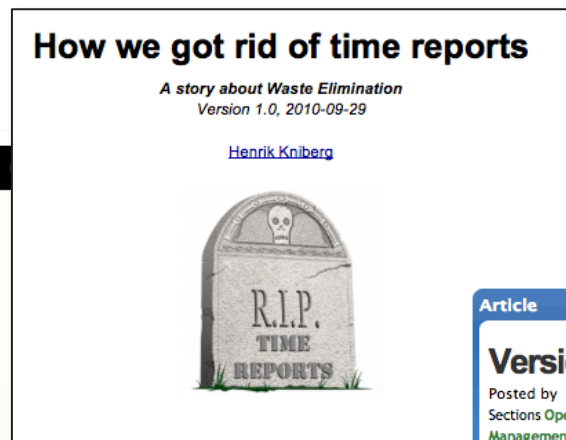
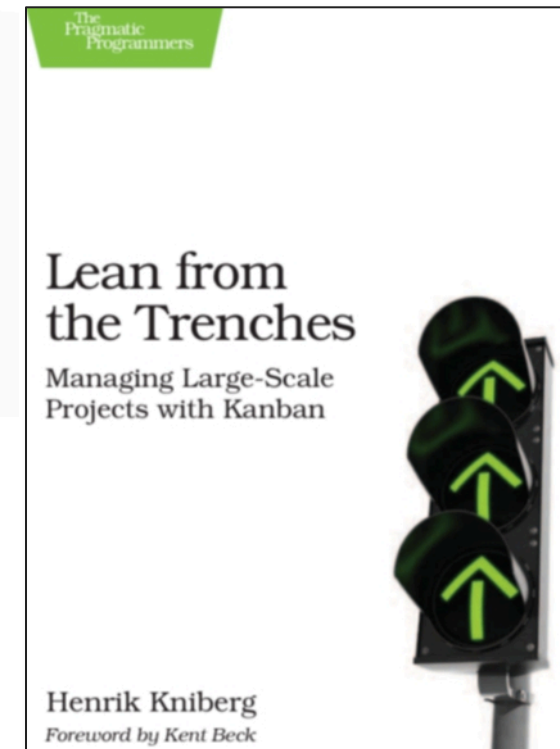
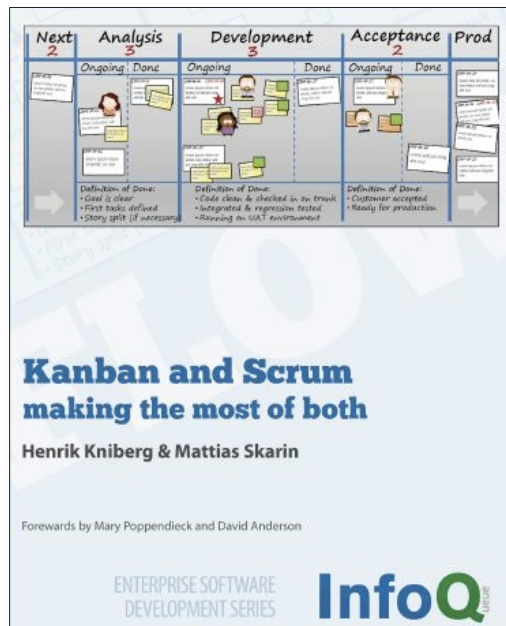
Slack rule

1 day per week



2 days per week





Article My Bookmark

Version Control for Multiple Agile Teams

Posted by [Henrik Kniberg](#) on Mar 31, 2008

Sections [Operations & Infrastructure](#), [Process & Practices](#), [Development](#) Topics [Configuration Management](#), [Source Control](#), [Source Code](#), [Artifacts & Tools](#), [Best Practices](#), [Automation](#), [Testing](#), [FEATURED](#), [Agile](#), [Release](#), [ALM](#)

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If we have several agile development teams working on the same codebase, how do we minimize the risk of stumbling over each other? How do we ensure that there always is a clean, releasable version at the end of each iteration? This paper describes an example to handle version control in an agile environment with multiple teams – it is the solution we migrated to at the company described in ["Scrum and XP from the Trenches"](#).

This paper is not primarily targeted for version control experts, in fact such experts won't find anything new here. This paper is aimed at the rest of us, those of us that want to learn simple and useful ways to collaborate. It may be of interest to anyone directly involved in agile software development, regardless of role – branching and merging everybody's business, not just the configuration manager.

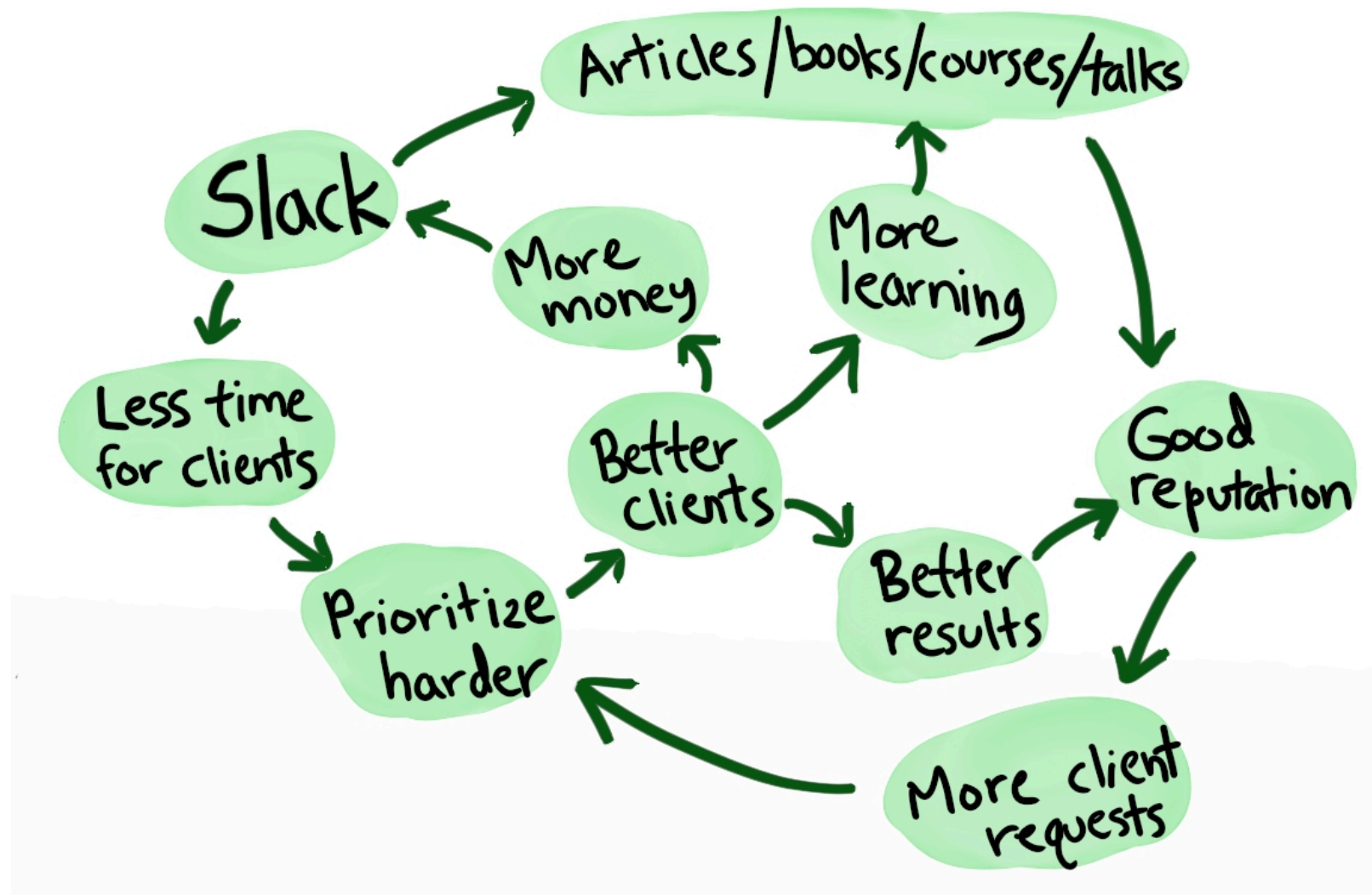
If, after reading it here, you'd like a copy for reference, scroll down for **downloadable pdf** versions of the cheatsheet and of the entire article.

Related Vendor Content

- Agile workshops and training
- Infographic: Just How Big is the Nerd Economy
- Five Key Practices to Agile ALM

Henrik Kniberg

Slack fueled a positive feedback loop!

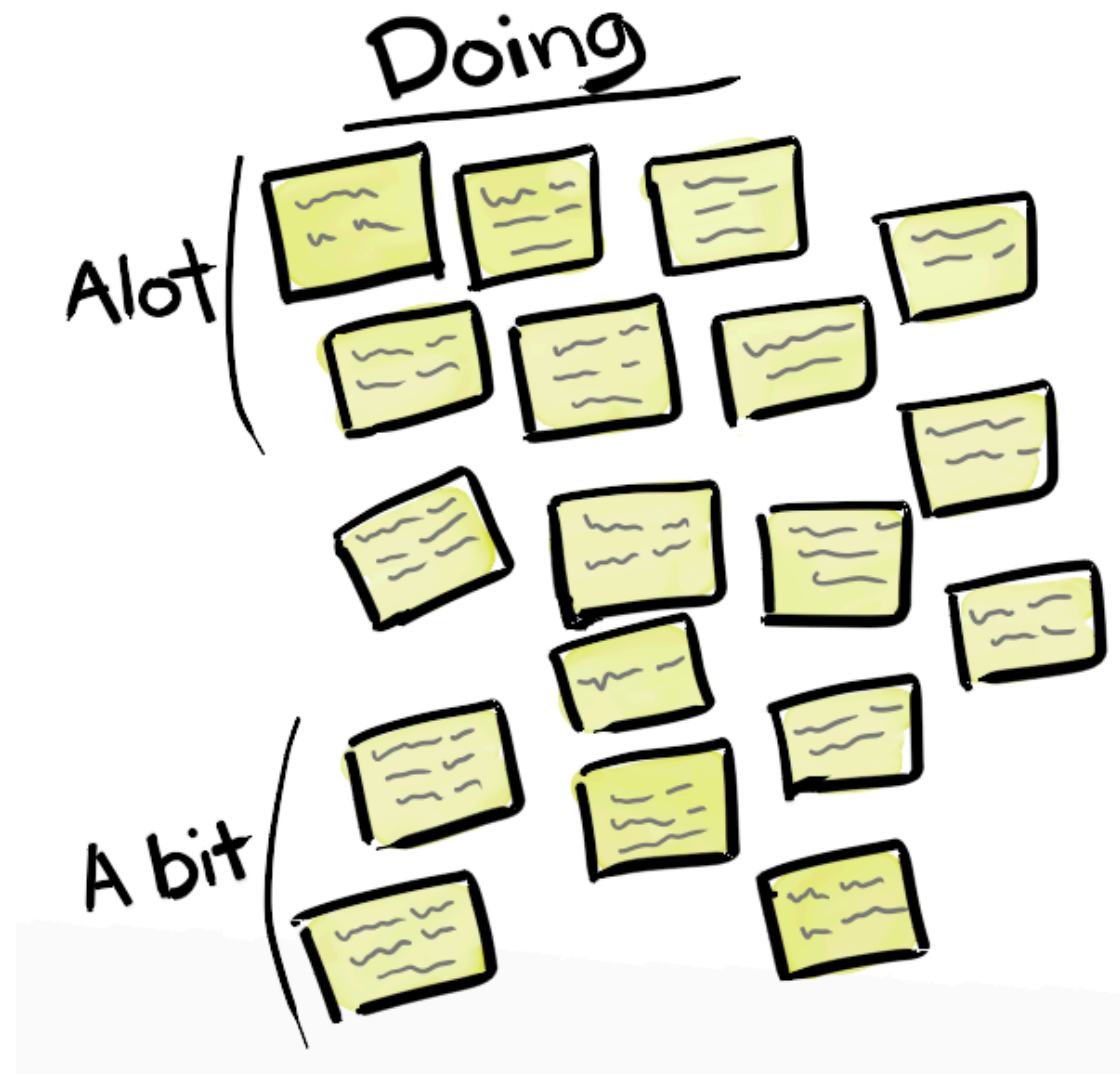


Chapter 6

Where do you want to be?



How do you spend your time?



How do you WANT spend your time?

do more



start doing



keep doing



do less



stop doing



outsource





Henrik Kniberg

Move towards here



do more

start doing

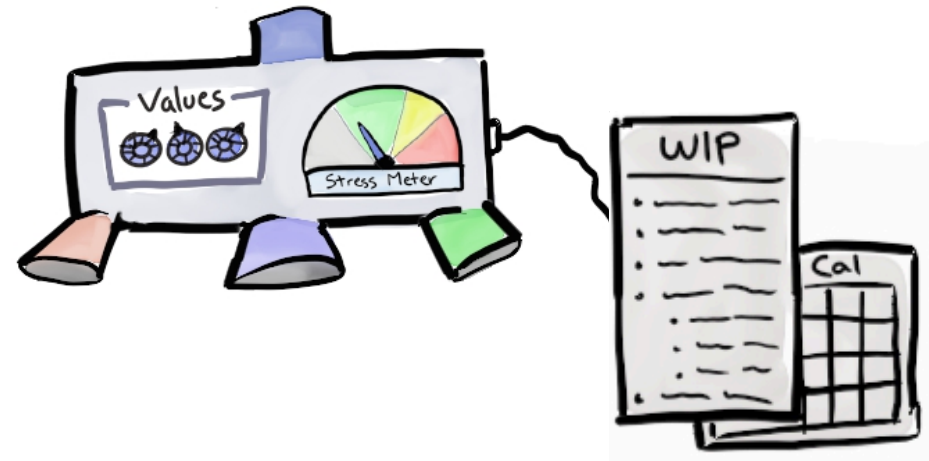
keep doing

do less

stop doing

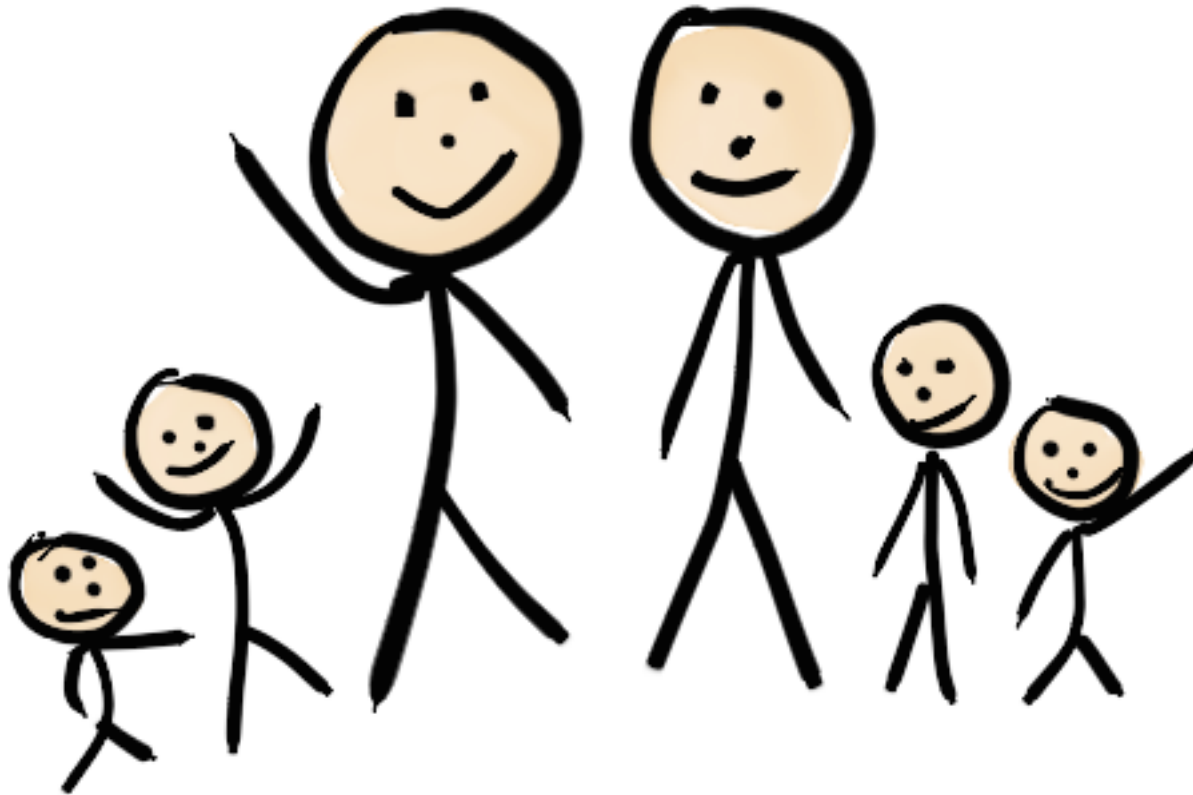
outsource

You are here



Chapter 7

A personal story...



Dilemma – Dec 2010

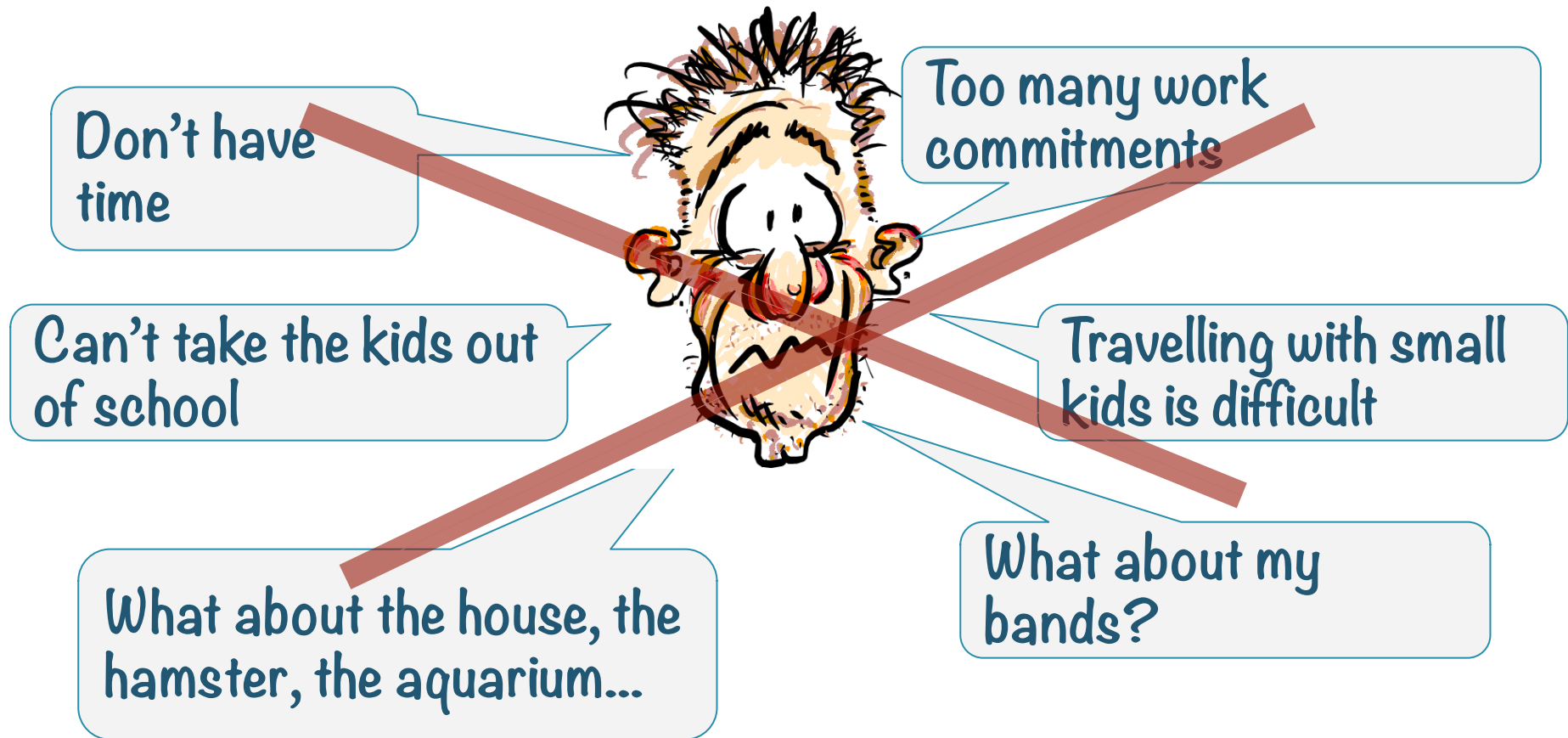


If you could do whatever you want, what would you do?

6 month round-the-world
family trip!
Wouldn't that be cool?



But we can't, because...



~~We can't because...~~

What would it take to make this happen?



Agreement from the family

A date constraint

Less work

On-the-road schooling

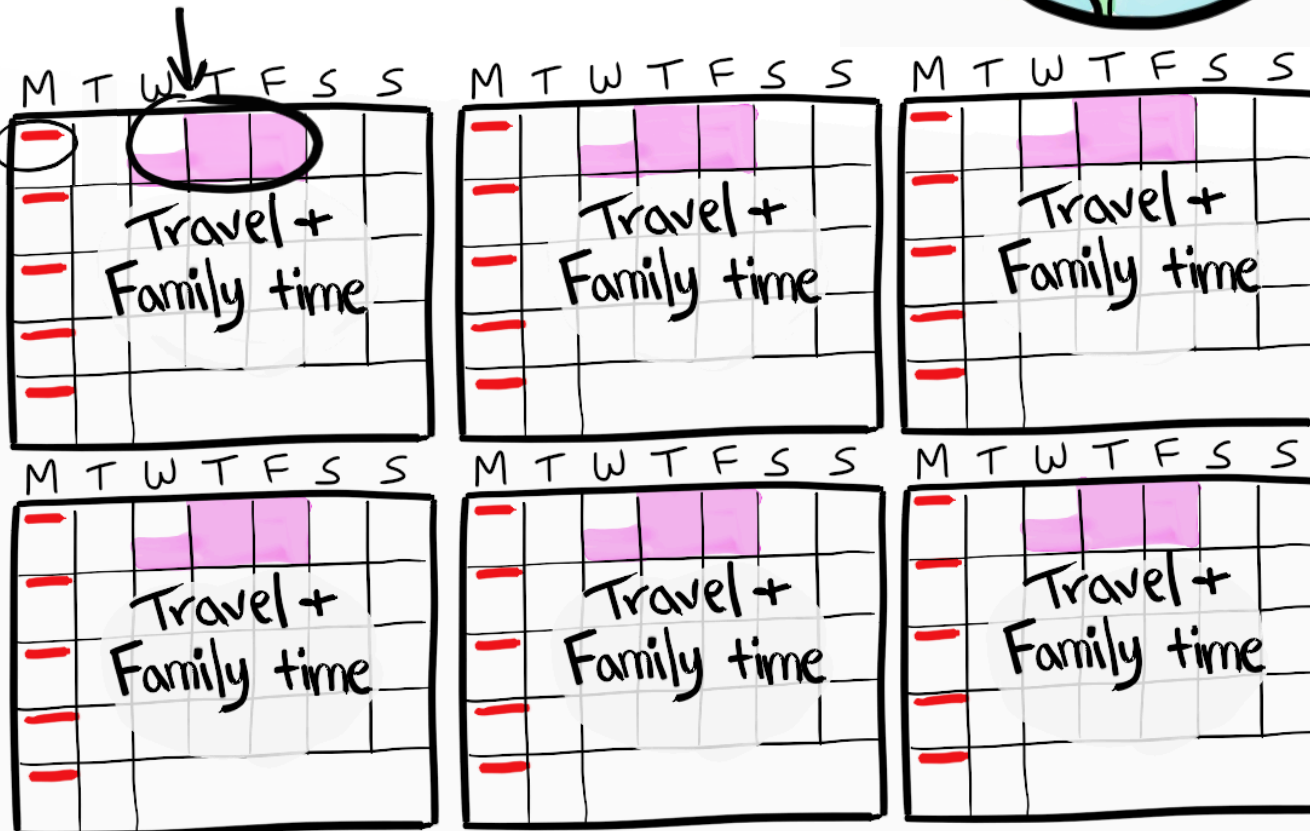
...

Vision: Big Family Trip

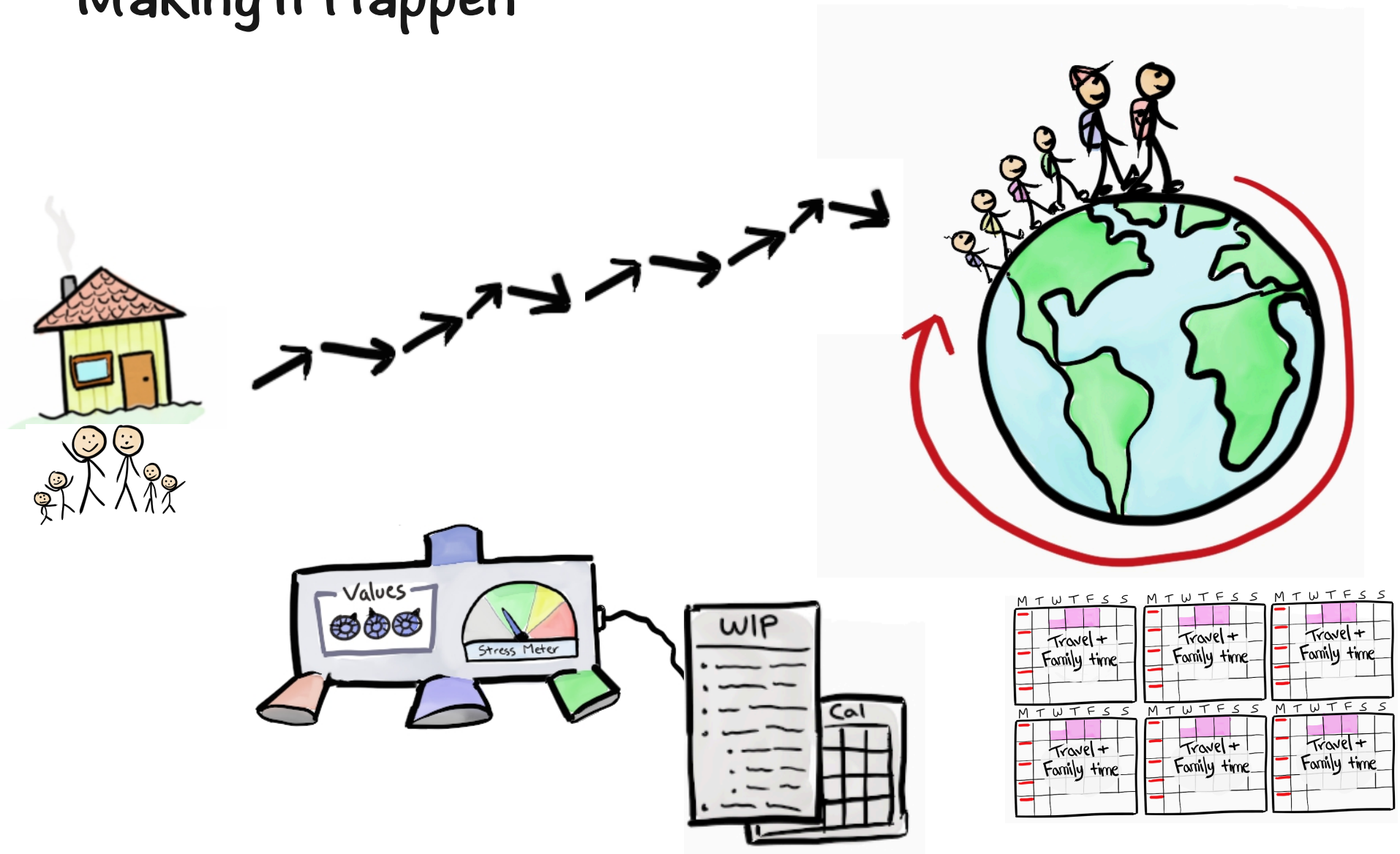


Coaching/teaching
2-3 days per month

Email
1-2 hours
per week



Making it Happen



Departure Date: Oct 1

Preparations

Must Do

Should Do

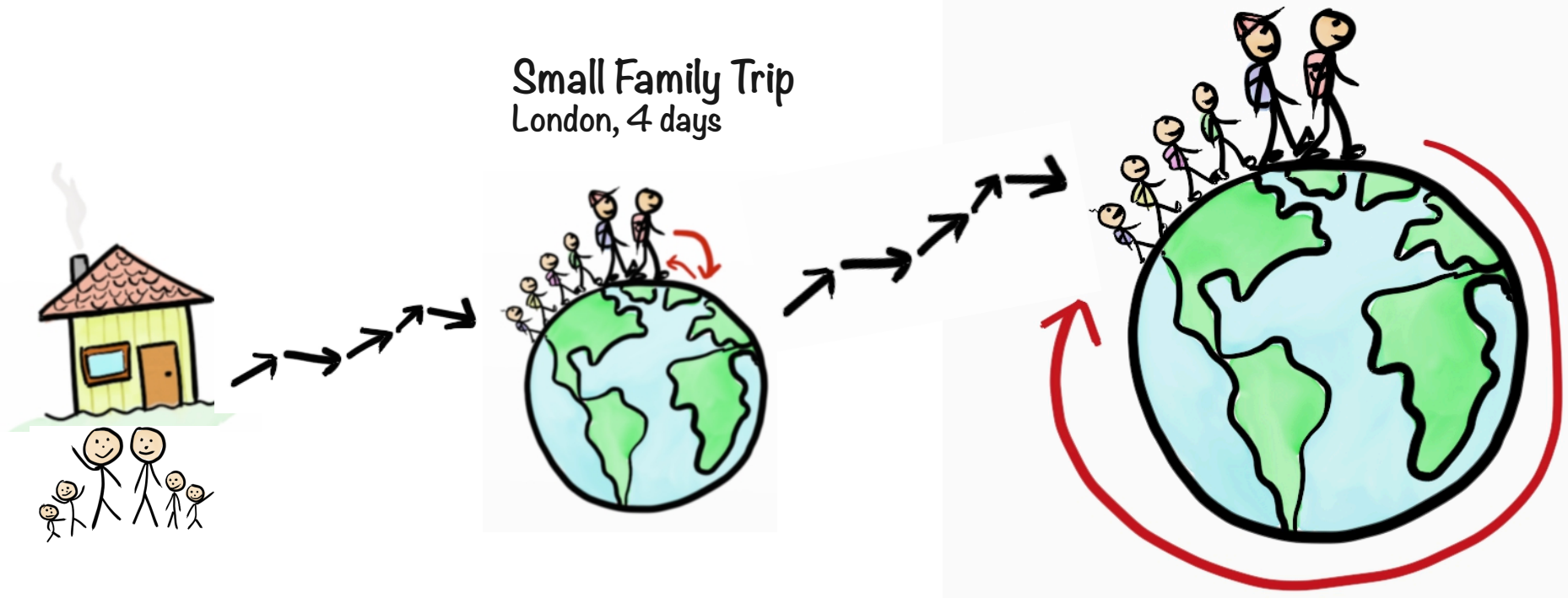
Could Do

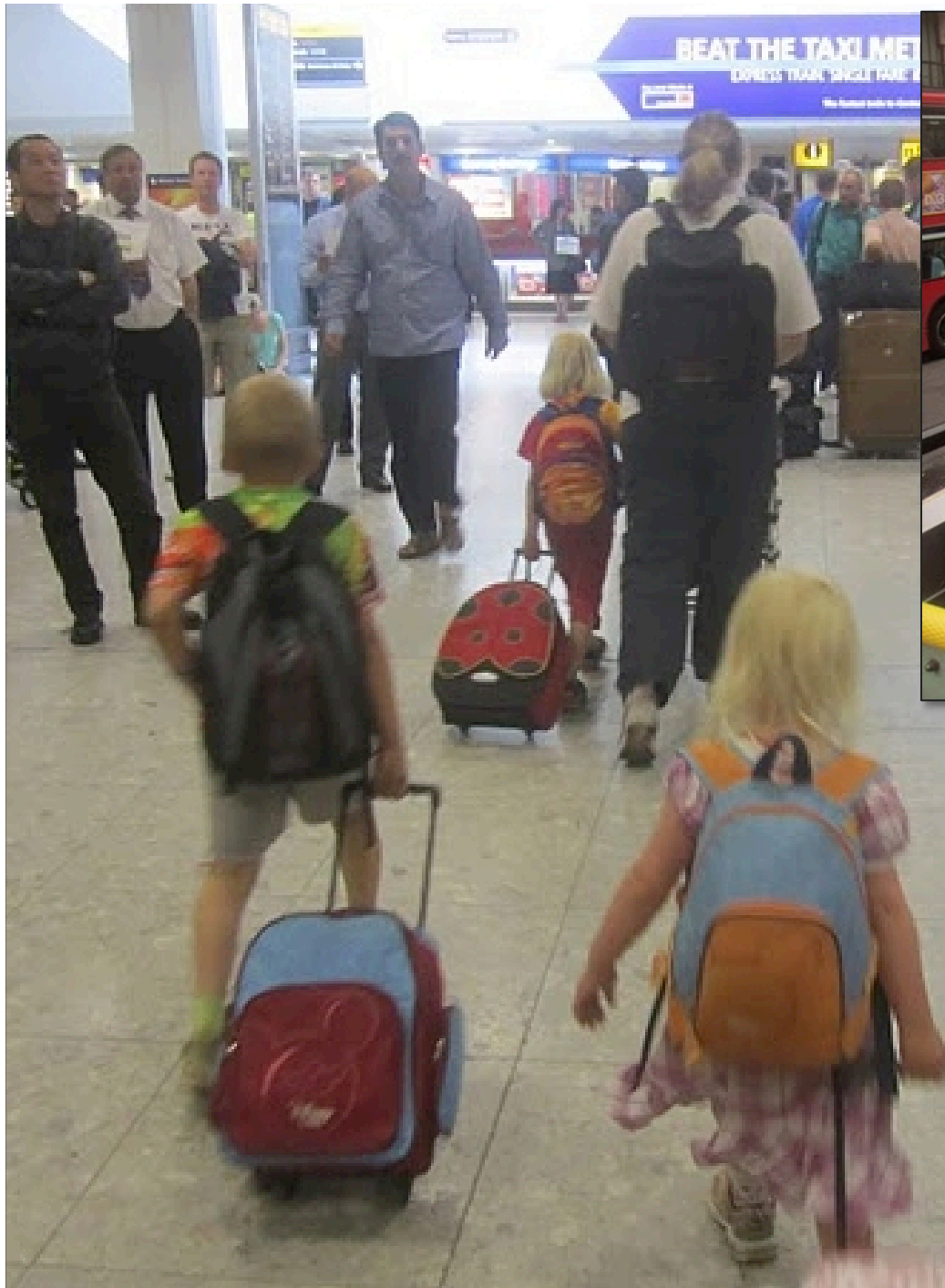
Motive



Vision

Travel “spike”





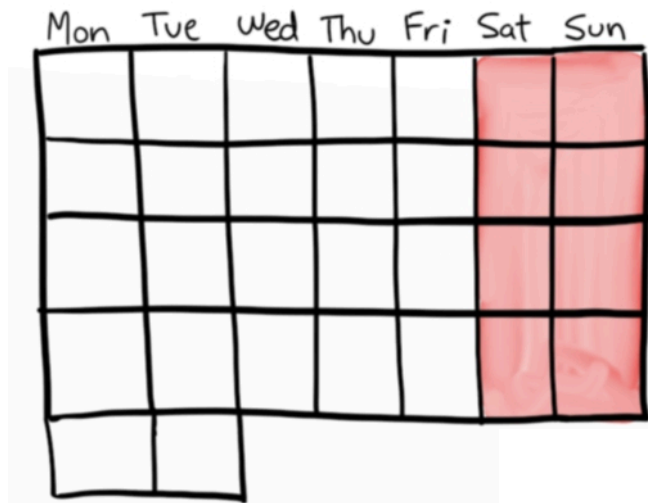
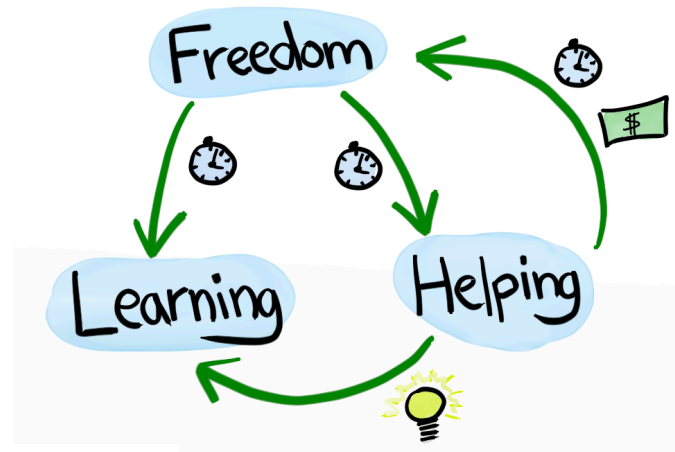
Won't finish all preparations!

Drömmar

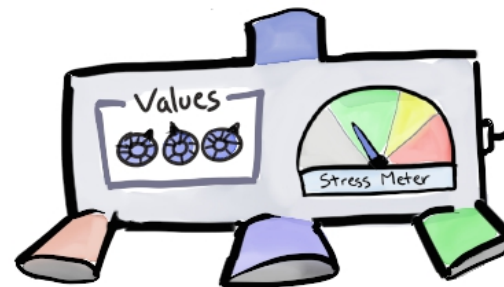
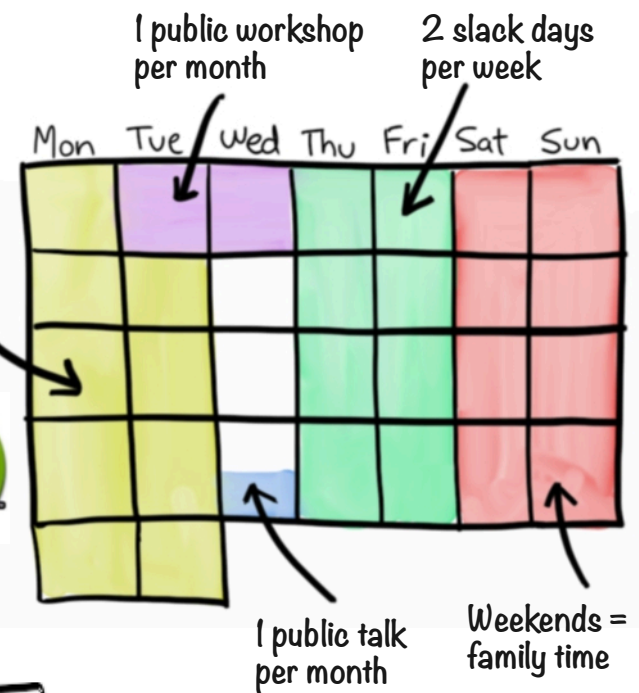
[illegible]

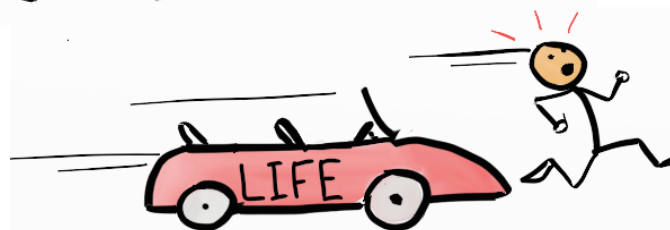
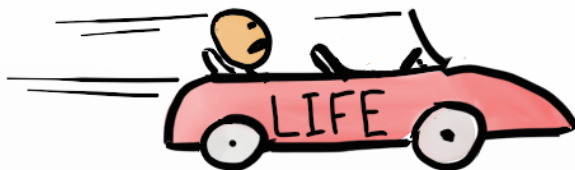
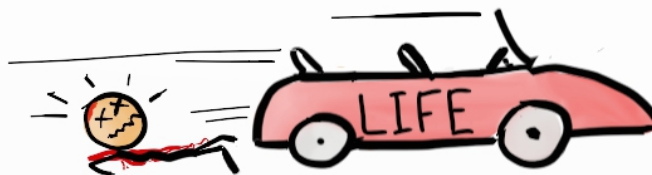
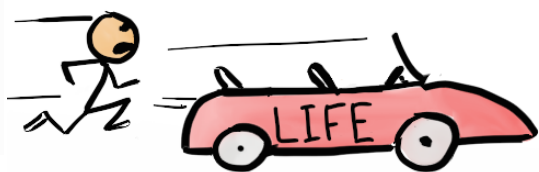
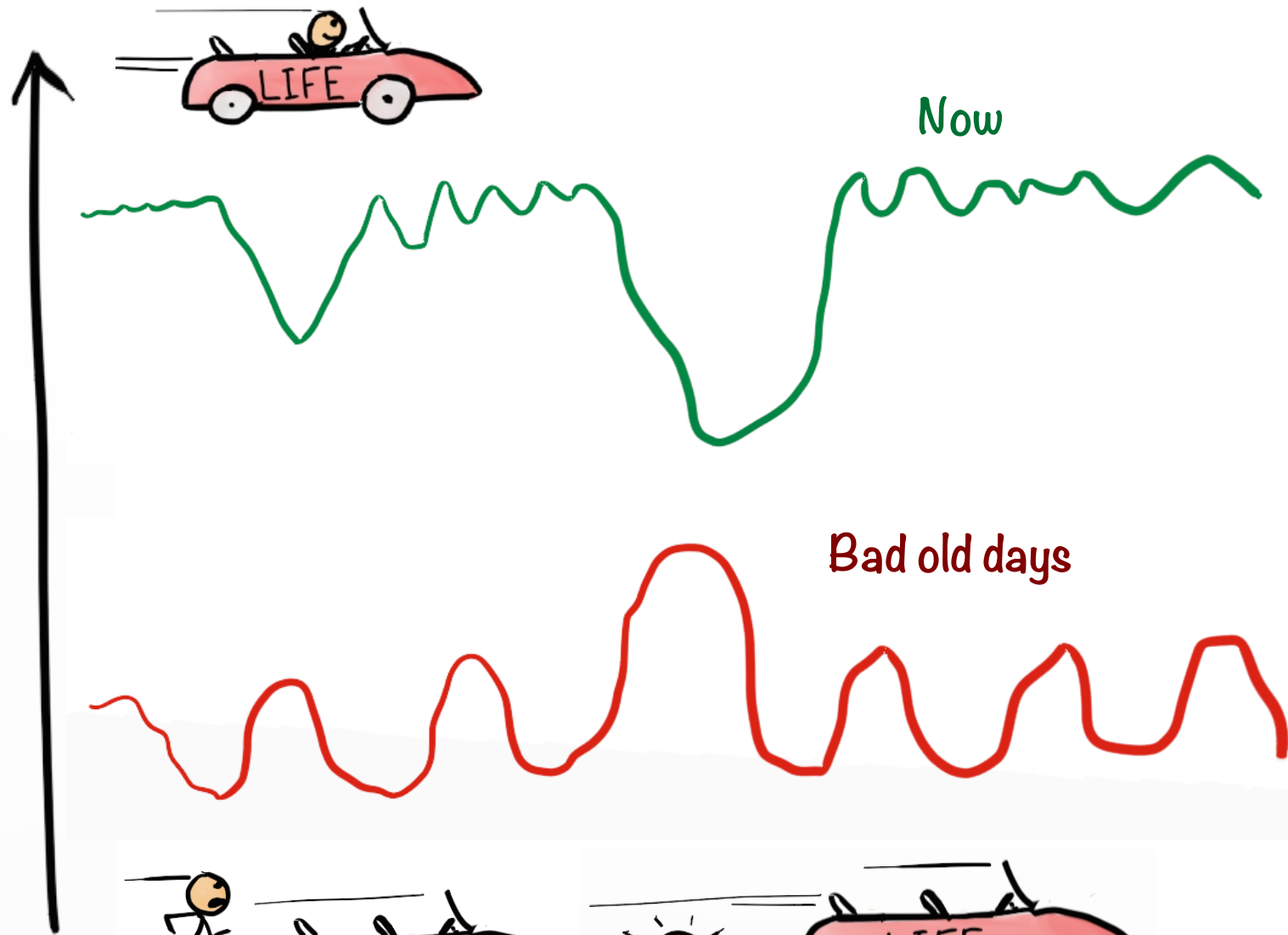






Onsite mentoring
1 long term client
2 days per week





Chapter 8

Wrapup



