

Retrospective Techniques



Agenda

The agenda for this presentation includes:

- Start of the retrospective meeting
- Starfish technique
- Appreciative Inquiry

Retrospective start



Define the purpose of the meeting

I usually present the following purposes and benefits of this meeting:

- Retrospectives do help teams think, learn and decide together
- This is a time for the team to consider ways to re-design their work and team culture
- Retrospectives help team to improve over time and help good teams to become great teams

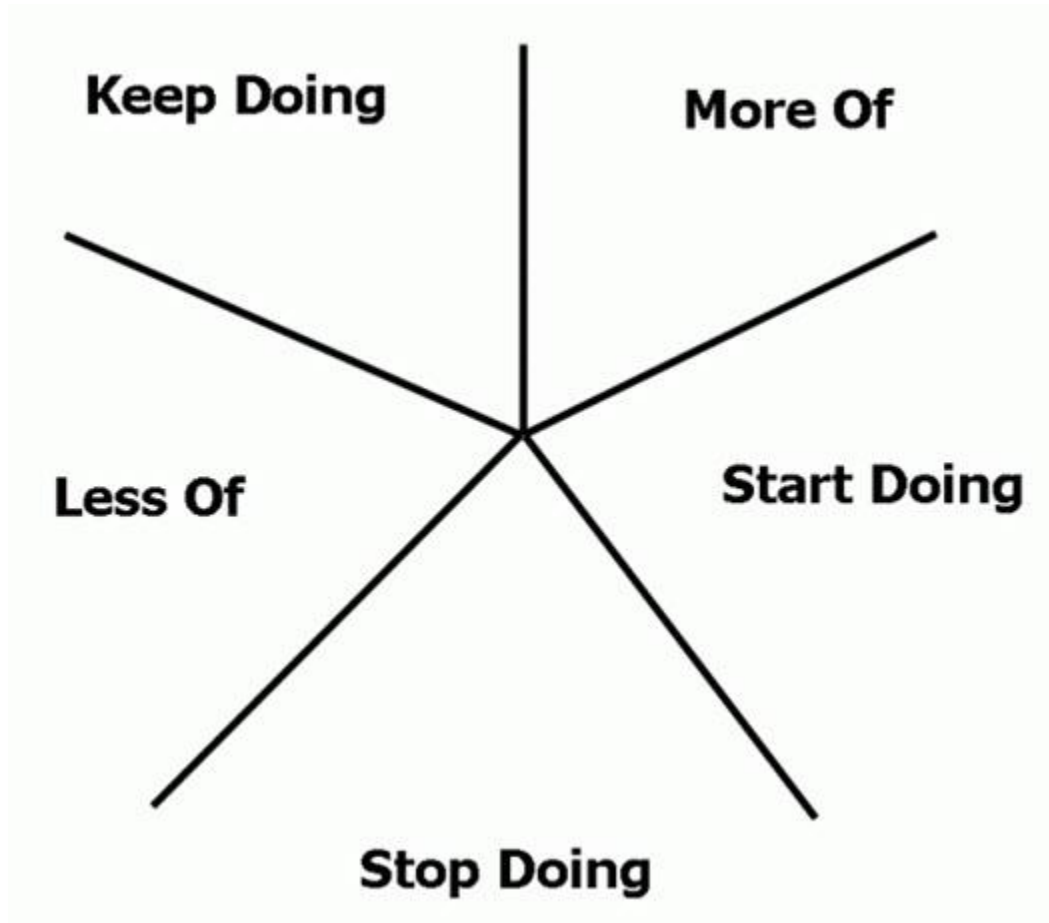
Prime directive

Regardless of what we discover, we understand and truly believe that everyone did the best job they could, given what they knew at the time, their skills and abilities, the resources available, and the situation at hand.

Starfish Retrospective



Starfish



Starfish categories

Keep Doing

- What do you like about your work on this team?
- What would you miss if you didn't have it?

Less Of

- What is not really helping but should not be skipped entirely?
- What could be refined in a way that it's more efficient?
- What would add equivalent value if you did less of it?

More Of

- What practices would you like to refine?
 - What could you take more advantage of?
 - Which technology, method or practice would you like to use more often?
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Starfish categories

Stop Doing

- What is not helpful?
- What is not adding value?

Start Doing

- What could make you more successful?
- What could make you more efficient?
- What would make your work more fun?
- What haven't you tried yet?

Starfish execution

How to do:

- Draw the Starfish on a flipchart
- Write your ideas on post-its
- Gather as many ideas as possible within a time box (5 min)
- Post your ideas in the appropriate area (with explanation)
- Dot-vote to prioritize
- Decide on appropriate actions

Appreciative Inquiry



Appreciative Inquiry Retrospective: Setting the stage

Personal appreciation

5 minutes to think about a personal appreciation to somebody from the team

Appreciative Inquiry Retrospective: Goal

Goal:

We're going to seek out our highest quality working relationships and find ways to expand on them.

To help focus on the goal:

1. Say something that you are particularly proud of achieving?
2. What unique thing did this iteration add?
3. At what time did you feel like you were part of a team the most?
4. Tell a story or about a time when you were in a flow?

Appreciative Inquiry Retrospective: Gathering data

10 minutes to think for inputs and write them on sticky notes

Put them under the following 3 categories:

- Enjoyable events
- Team or personal strengths
- Team or personal successes

Appreciative Inquiry Retrospective: Futurespective

Imagine we could time travel to the <future time>. When we arrive there and converse with our future selves, we hear that it was the most productive, most satisfying effort we've ever worked on. What do you see and hear in that future time?

And a sub question to help us:

What changes did we implement now that resulted in such productive and satisfying work in the future?

10 minutes to generate insights again on sticky notes. Each team member goes again to the white board, read and stick his notes under section "Futurespective".

Appreciative Inquiry Retrospective: Brainstorming

- Start trying affinity mapping and making new groups of the insights that are already gathered.
- Actions definition

Appreciative Inquiry Retrospective: Close the meeting

Ask the team the following question:

- What did you like the most from this meeting?

Examples



Tools for the retrospective meetings

Live meeting

- White board, sticky notes, markers

Conf call meeting

- Mind Map tool: MindManager Pro, FreeMind
- Screen sharing
- Phone