

# KANBAN BOARD STEP BY STEP

Fabio Ghislandi  
@FGhislandi

Settembre 2016



Agile Reloaded  
L'azienda italiana per il  
coaching agile



# Credits

v0.4 – alpha



by Giulio Roggero – Creative Common 3.0 License – <http://www.isolasoftware.it> - <http://www.intre.it>  
[giulio.roggero@isolasoftware.it](mailto:giulio.roggero@isolasoftware.it) <http://it.linkedin.com/in/giulioroggero> <https://twitter.com/giulioroggero>

Work inspired by great slides and posts written by:

- Joakim Sundén, Marcus Hammarberg and Christophe Achouiantz - <http://www.slideshare.net/marcussoftnet/kanbanboards>
- Antonio Lucca - <http://tonyxzt.blogspot.it/2011/09/measurment-is-quantitatively-expressed.html>
- Claudio Perrone - <http://www.slideshare.net/cperrone/a3-kaizen-heres-how>
- Benjamin Mitchell - <http://blog.benjaminm.net/2012/06/26/how-to-study-the-flow-or-work-with-kanban-cards/>
- Gaetano Mazzanti - <http://www.slideshare.net/mgaewsj/agile-in-the-bathtub>
- David Anderson - <http://agilemanagement.net/index.php/kanbanbook/>
- Fabio Armani - <http://www.slideshare.net/tangram77/scrumban-a-methodology-fusion-bettersoftware-2011>
- Yuval Yeret - <http://www.slideshare.net/yyeret/explaining-cumulative-flow-diagrams-cfd>

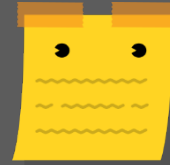
Graphics elements by Emanuele Mantovani - <http://emanuelemantovani.com/>

Great feedbacks by Fabio Armani, Gaetano Mazzanti, Marco Bresciani, Dario Giannoccaro

Let's start from a task list ...

**TODO**

---



... and add statuses

**TODO**

---



**TODO**

**IN PROGRESS**



**TODO**

**IN PROGRESS**

**DONE**





... add some process

**TODO**

**IN PROGRESS**

**DONE**



**TODO**

**IN PROGRESS**

**DONE**



**TODO**

**ANALYZE**

**DONE**



**TODO**

**ANALYZE**

**WORK**

**DONE**



**TODO**

**ANALYZE**

**WORK**

**VERIFY**

**DONE**



... and queues

**TODO**

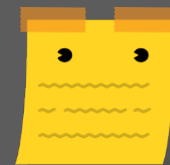
**ANALYZE**

**WORK**

**VERIFY**

**DONE**

DOING





**TODO**

**ANALYZE**

**WORK**

**VERIFY**

**DONE**

**DOING**

**DONE**



**TODO**

**ANALYZE**

**WORK**

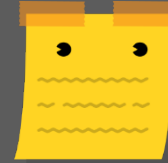
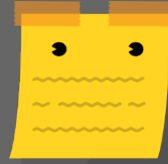
**VERIFY**

**DONE**

**DOING**

**DONE**

**DOING**



**TODO**

**ANALYZE**

**WORK**

**VERIFY**

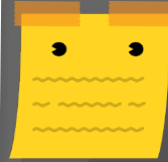
**DONE**

DOING

DONE

DOING

DONE



... and work-in-progress limits

**TODO**

**ANALYZE**

**WORK**

**VERIFY**

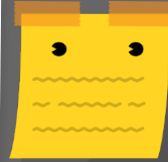
**DONE**

DOING

DONE

DOING

DONE





**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**





**TODO**

**2**  
**ANALYZE**

**3**  
**WORK**

**2**  
**VERIFY**

**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**WIP LIMITS!**

Kanban step-by-step

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**



**DOING**

**DONE**

**DOING**

**DONE**

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



• •  
**TODO**

• 2 •  
**ANALYZE**

• 3 •  
**WORK**

• 2 •  
**VERIFY**

• •  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



• 1 •  
**TODO**

• 2 •  
**ANALYZE**

• 3 •  
**WORK**

• 2 •  
**VERIFY**

• 1 •  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

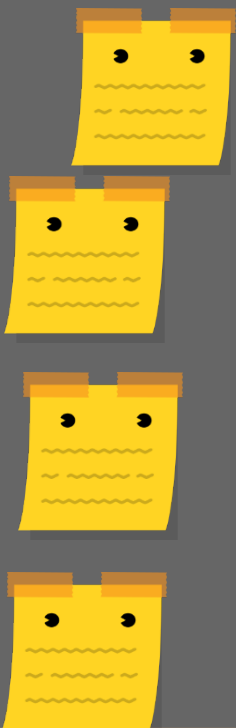
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



• •  
**TODO**

• 2 •  
**ANALYZE**

• 3 •  
**WORK**

• 2 •  
**VERIFY**

• •  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**





• •  
**TODO**

• 2 •  
**ANALYZE**

• 3 •  
**WORK**

• 2 •  
**VERIFY**

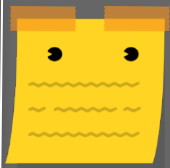
• •  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



• •  
**TODO**

• 2 •  
**ANALYZE**

• 3 •  
**WORK**

• 2 •  
**VERIFY**

• •  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



• •  
**TODO**

• 2 •  
**ANALYZE**

• 3 •  
**WORK**

• 2 •  
**VERIFY**

• •  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**





**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



• •  
**TODO**

• 2 •  
**ANALYZE**

• 3 •  
**WORK**

• 2 •  
**VERIFY**

• •  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



• •  
**TODO**

• 2 •  
**ANALYZE**

• 3 •  
**WORK**

• 2 •  
**VERIFY**

• •  
**DONE**

DOING

DONE

DOING

DONE



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

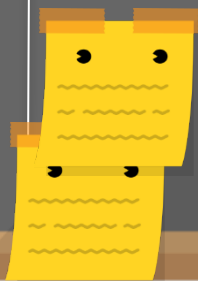
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

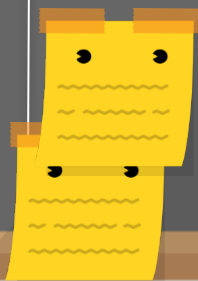
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

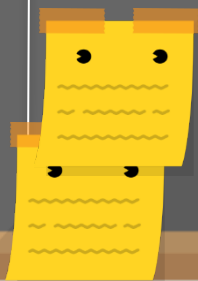
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**





**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

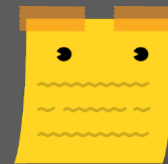
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**





**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

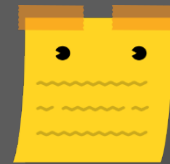
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

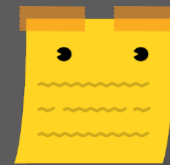
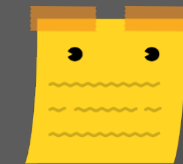
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

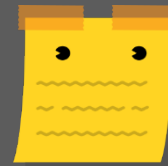
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

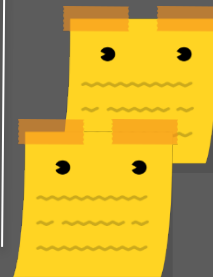
**· ·**  
**DONE**

DOING

DONE

DOING

DONE



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

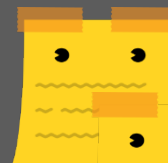
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**Bottlenecks!**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**WIP LIMIT OF VERIFY IS 2! COMPLETE ONE TASK BEFORE STARTING A NEW ONE...**

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**STOP STARTING, START FINISHING!**

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

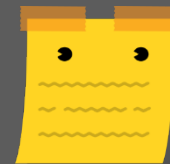
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

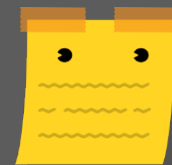
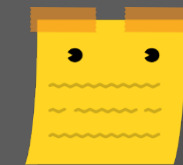
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**





**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**REMOVE THE BOTTLENECK AND THE PULL SYSTEM RESTART THE FLOW!**

Waitings!

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

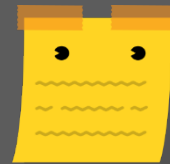
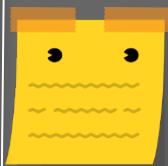
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

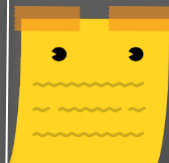
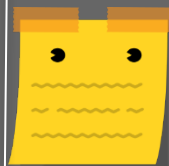
**· ·**  
**DONE**

**DOING**

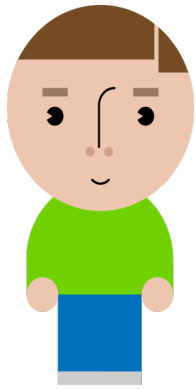
**DONE**

**DOING**

**DONE**



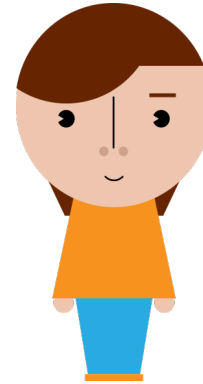
**NOTHING TO WORK ON, SPEED UP THE ANALYZE!**



Carlo

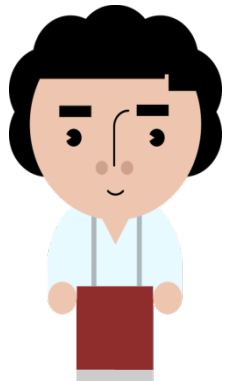


Emma

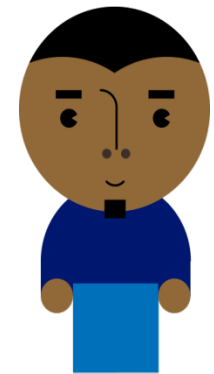


Elena

Say ciao to team members!



Marc



Jean

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

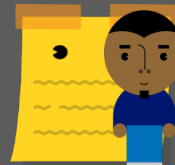
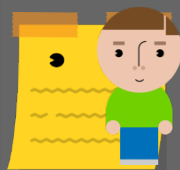
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

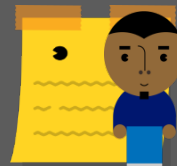
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**





**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

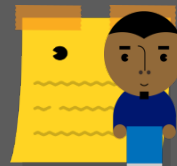
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**1**  
**TODO**

**2**  
**ANALYZE**

**3**  
**WORK**

**2**  
**VERIFY**

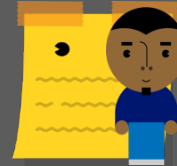
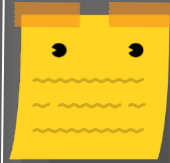
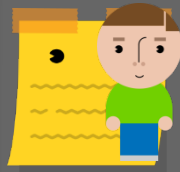
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**ELENA COMPLETED THE VERIFICATION AND NOW WHAT ITEM SHE WILL TAKE?**

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

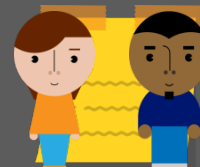
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**SHE HELPS JEAN IF PAIRING REDUCE THE TIME TO COMPLETE THE TASK**

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

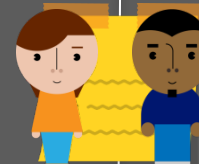
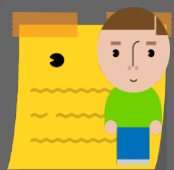
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



• 1 •  
**TODO**

• 2 •  
**ANALYZE**

• 3 •  
**WORK**

• 2 •  
**VERIFY**

• 4 •  
**DONE**



**DOING**



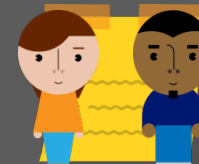
**DONE**



**DOING**



**DONE**



**· 1 ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

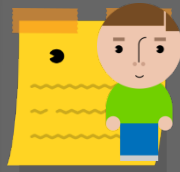
**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

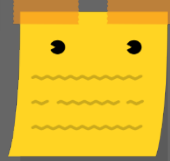
**· 4 ·**  
**DONE**



**DOING**



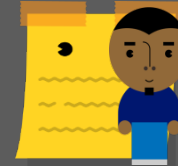
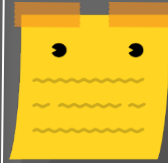
**DONE**



**DOING**



**DONE**



**ANOTHER SOLUTION IF SUPPORT TO JEAN IS NOT FEASIBLE**

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

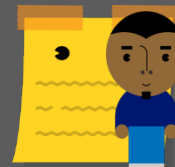
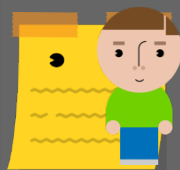
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**ELENA WILL TAKE ANOTHER ACTIVITY IN QUEUE**

• 1 •  
**TODO**

• 2 •  
**ANALYZE**

• 3 •  
**WORK**

• 2 •  
**VERIFY**

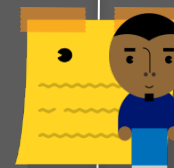
• 4 •  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**





**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

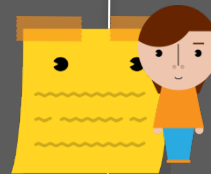
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



• 1 •  
**TODO**

• 2 •  
**ANALYZE**

• 3 •  
**WORK**

• 2 •  
**VERIFY**

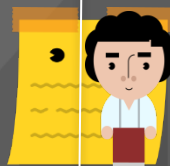
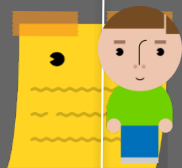
• 4 •  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

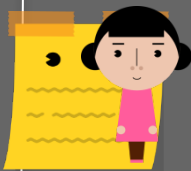
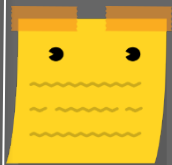
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

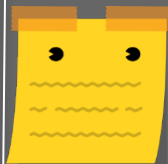
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**ELENA AND JEAN ARE FREE, HOW TO TAKE A NEW TASK?**

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

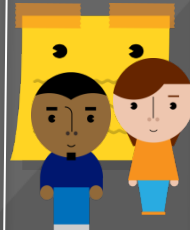
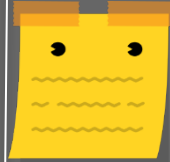
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**TAKE THE MOST IMPORTANT TASK TOGETHER TO SPEED THE FLOW**

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

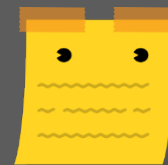
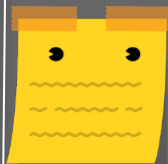
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

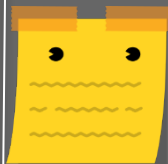
**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

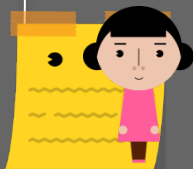
**DOING**



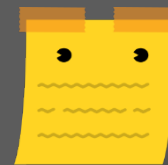
**DONE**



**DOING**



**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

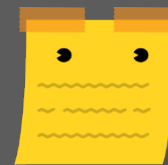
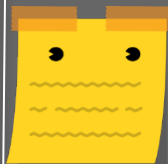
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**





**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

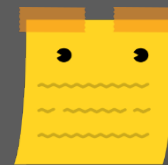
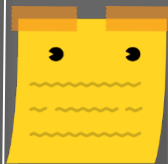
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**OR ...**

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

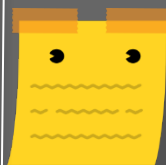
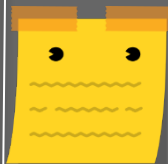
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**... WORK IN PARALLEL IF WORKING TOGETHER IS NOT EFFECTIVE**

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

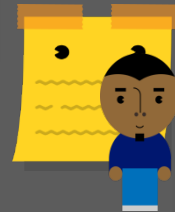
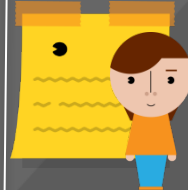
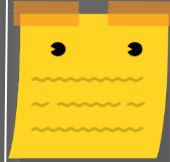
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**... WORK IN PARALLEL IF WORKING TOGETHER IS NOT EFFECTIVE**

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

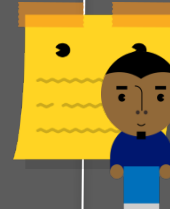
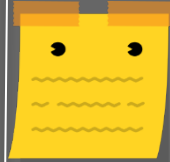
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**... WORK IN PARALLEL IF WORKING TOGETHER IS NOT EFFECTIVE**

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

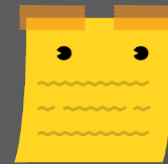
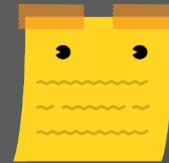
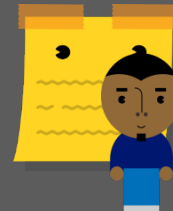
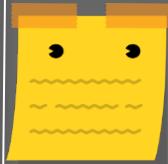
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**... WORK IN PARALLEL IF WORKING TOGETHER IS NOT EFFECTIVE**

**Urgencies!**

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

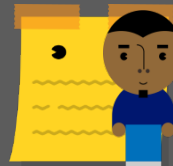
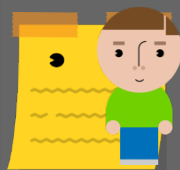
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

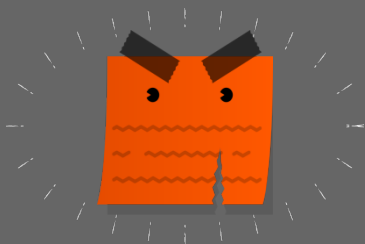
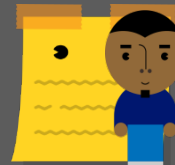
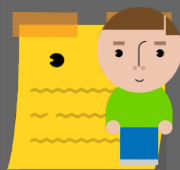
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**





**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

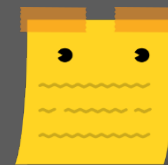
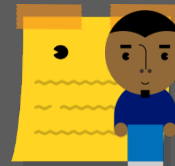
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

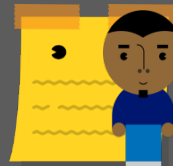
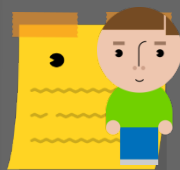
**· ·**  
**DONE**

**DOING**

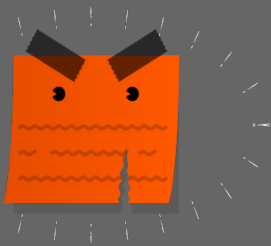
**DONE**

**DOING**

**DONE**



**URGENT**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

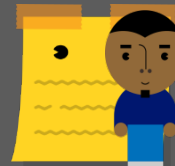
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**URGENT**

→ **THIS IS A SWIM LANE, MAX SPEED HERE!** →

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

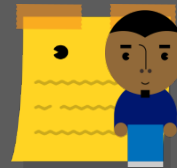
**· ·**  
**DONE**

**DOING**

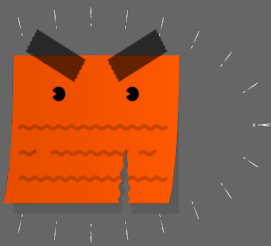
**DONE**

**DOING**

**DONE**



**URGENT**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

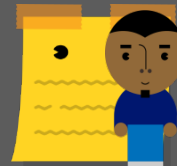
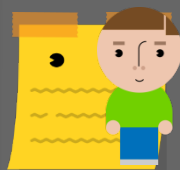
**· ·**  
**DONE**

**DOING**

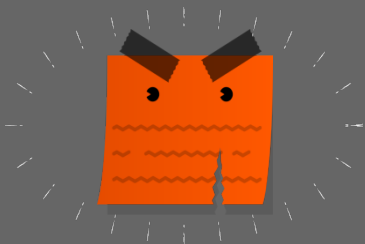
**DONE**

**DOING**

**DONE**



**URGENT**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

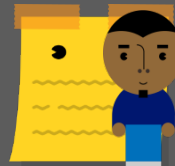
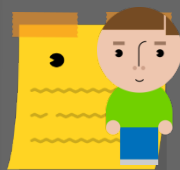
**· ·**  
**DONE**

**DOING**

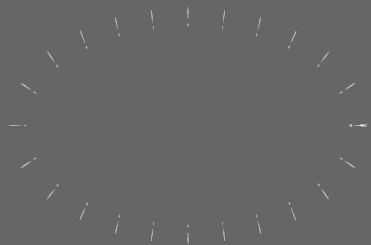
**DONE**

**DOING**

**DONE**



**URGENT**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

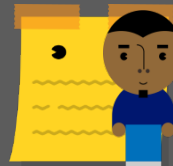
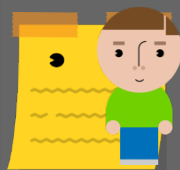
**· ·**  
**DONE**

**DOING**

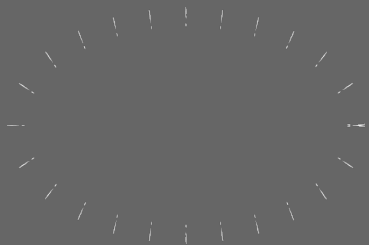
**DONE**

**DOING**

**DONE**



**URGENT**







**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

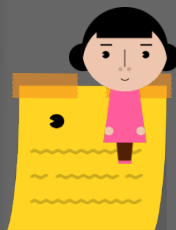
**· ·**  
**DONE**

**DOING**

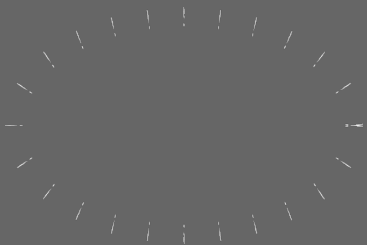
**DONE**

**DOING**

**DONE**



**URGENT**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

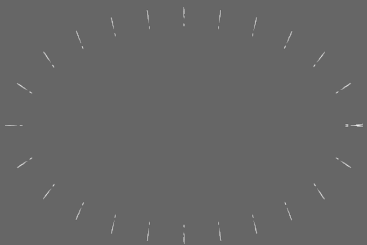
**DONE**

**DOING**

**DONE**



**URGENT**





**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

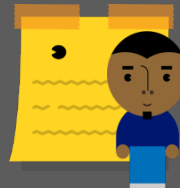
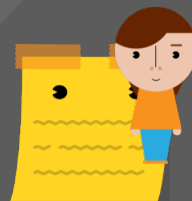
**· ·**  
**DONE**

**DOING**

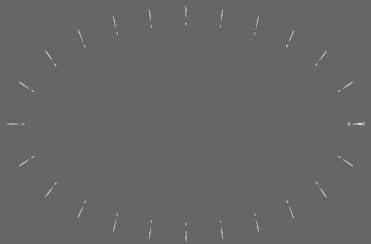
**DONE**

**DOING**

**DONE**



**3**  
**URGENT**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

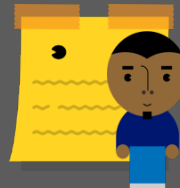
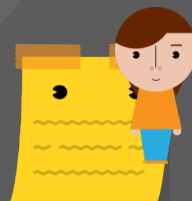
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**3**  
**URGENT**



More urgencies levels?

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

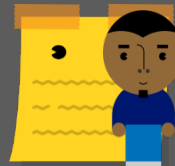
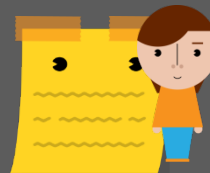
**· ·**  
**DONE**

**DOING**

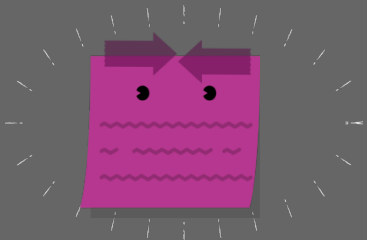
**DONE**

**DOING**

**DONE**



**URGENT**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

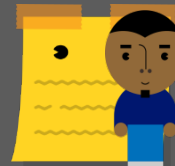
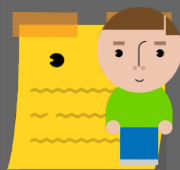
**· ·**  
**DONE**

**DOING**

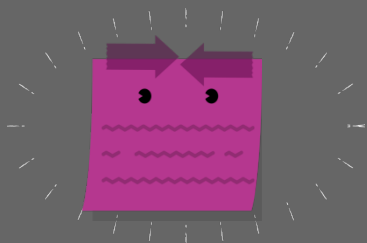
**DONE**

**DOING**

**DONE**



**URGENT**



**MORE LEVELS OF URGENCIES?**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

**URGENT**



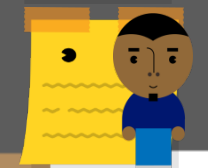
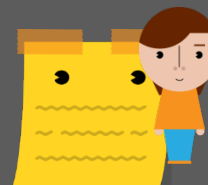
**YOU CAN HIGHLIGHT URGENCIES MOVING THEM ON THE TOP**

**DOING**

**DONE**

**DOING**

**DONE**







Hey guys here there is a problem!

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

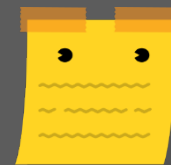
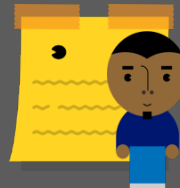
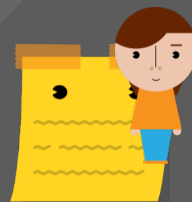
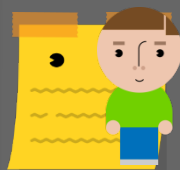
**· ·**  
**DONE**

**DOING**

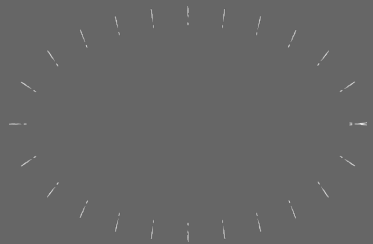
**DONE**

**DOING**

**DONE**



**3**  
**URGENT**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

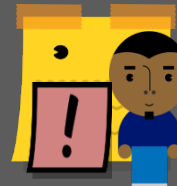
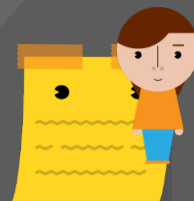
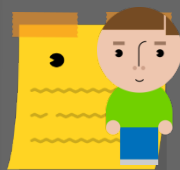
**· ·**  
**DONE**

**DOING**

**DONE**

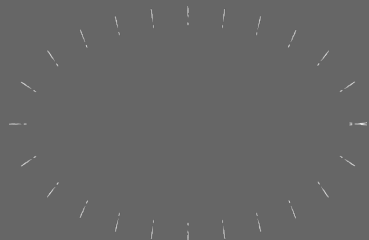
**DOING**

**DONE**



**3**  
**URGENT**

**THIS WORK IT'S NOT OK!**



**· 1 ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· 1 ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**

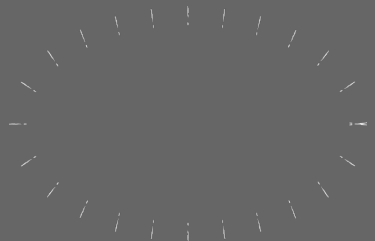


**3**

**URGENT**

**OPTION 1 - SWARMING! ALL ON THE BLOCKING ISSUE!**

**IMMEDIATELY REMOVE THE IMPEDIMENT!**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

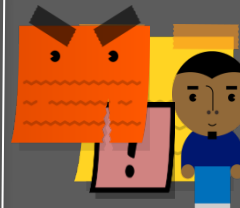
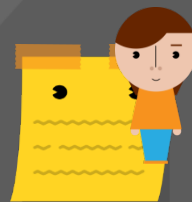
**· ·**  
**DONE**

**DOING**

**DONE**

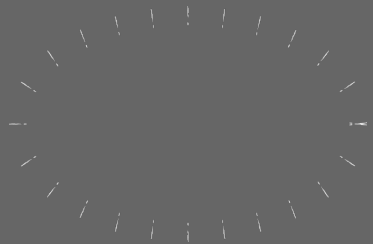
**DOING**

**DONE**



**3**

**URGENT**





**· 1 ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

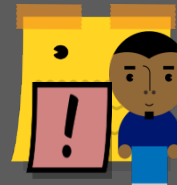
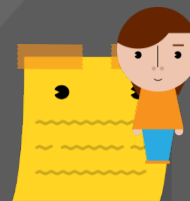
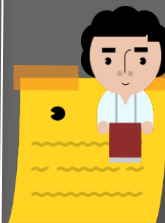
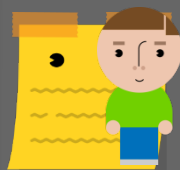
**· 1 ·**  
**DONE**

**DOING**

**DONE**

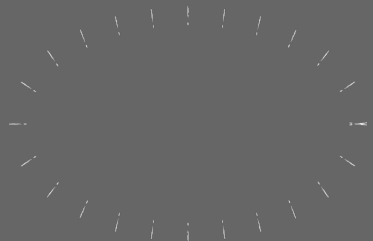
**DOING**

**DONE**



**OPTION 2 – ADD TO WORK QUEUE THE BLOCKING ISSUE**

**3**  
**URGENT**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

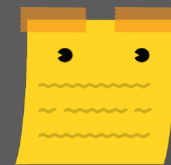
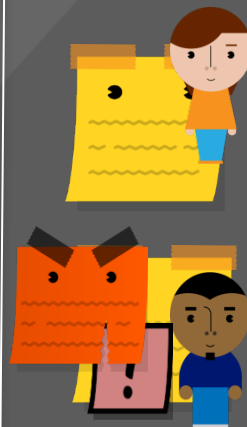
**· ·**  
**DONE**

**DOING**

**DONE**

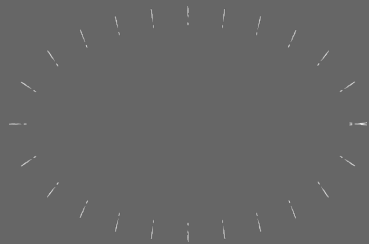
**DOING**

**DONE**



**3**

**URGENT**



**· 1 ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

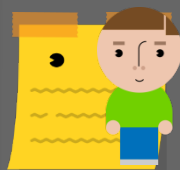
**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· 1 ·**  
**DONE**



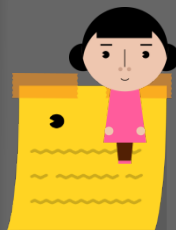
**DOING**



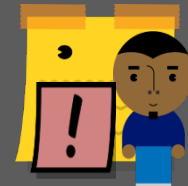
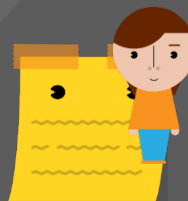
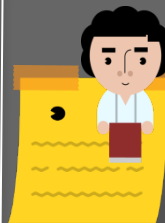
**DONE**



**DOING**



**DONE**



**OPTION 3 – ADD TO WORK URGENT LANE THE BLOCKING ISSUE**

**3**  
**URGENT**



Limit team activities with avatars

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

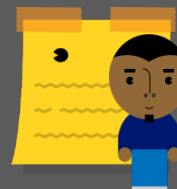
**· ·**  
**DONE**

**DOING**

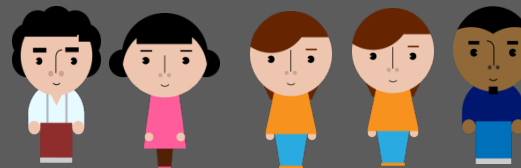
**DONE**

**DOING**

**DONE**



**I'M FREE! 2 TASKS X PERSON**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

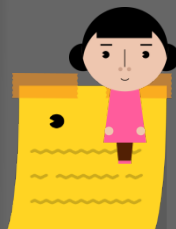


**DOING**

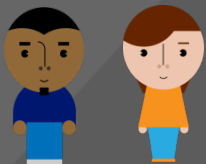
**DONE**

**DOING**

**DONE**



**I'M WORKING ON OTHER STUFF**



**I'M FREE! 2 TASKS X PERSON**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**



**DOING**

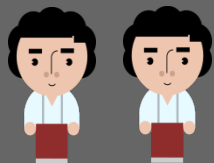
**DONE**

**DOING**

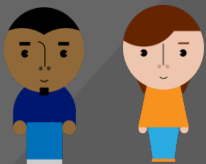
**DONE**



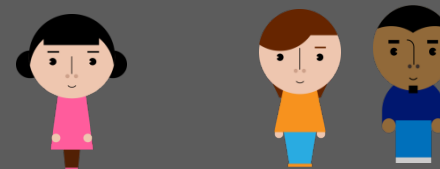
**SICK  
VACATION**



**I'M WORKING ON OTHER STUFF**



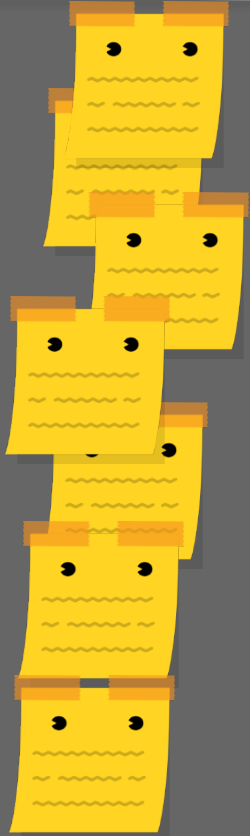
**I'M FREE! 2 TASKS X PERSON**



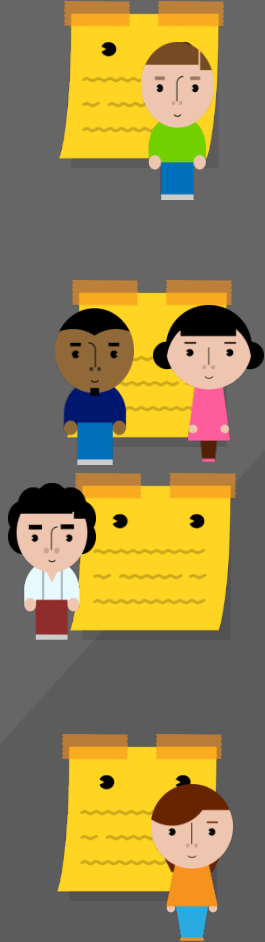
Support Team kanban board



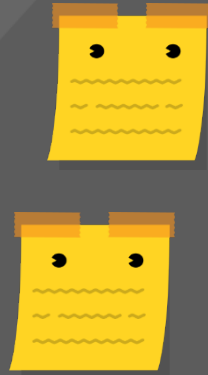
• 20 •  
**TICKETS**



• 3 •  
**DOING**



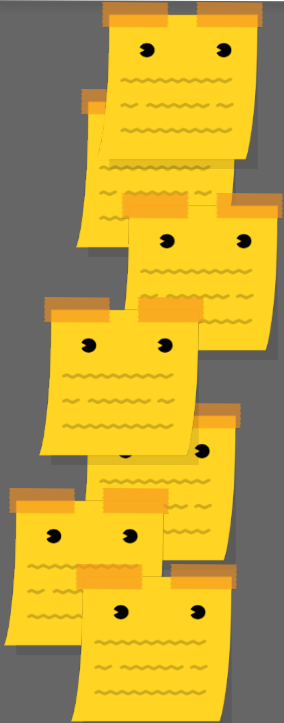
• 8 •  
**RESOLVED**



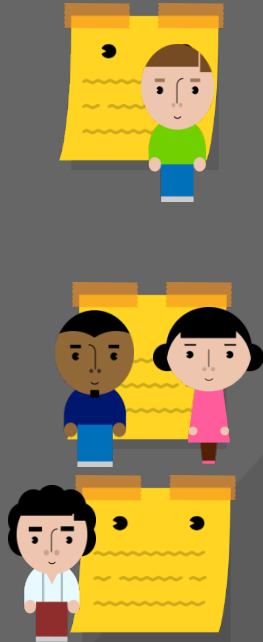
• •  
**CLOSED**



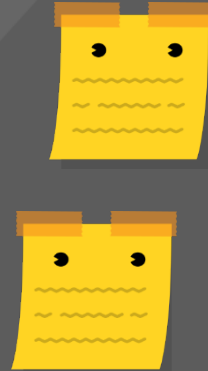
• 20 •  
**TICKETS**



• 3 •  
**DOING**



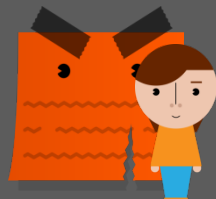
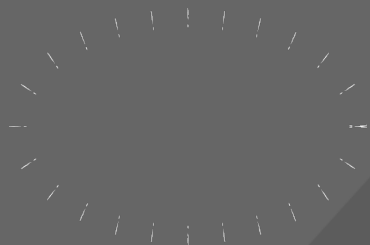
• 8 •  
**RESOLVED**



• •  
**CLOSED**



**URGENT 3**



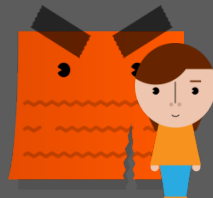
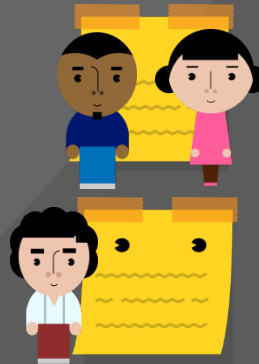
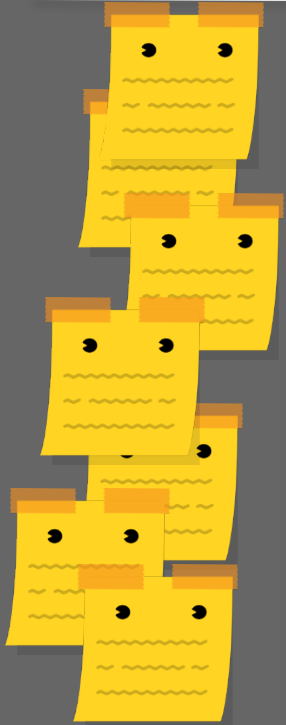
• 20 •  
**TICKETS**

• 8 •  
**PLANNED**

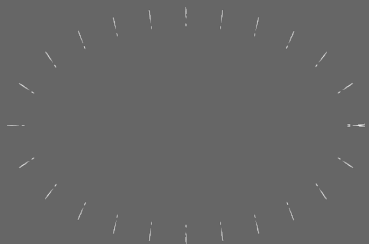
• 3 •  
**DOING**

• 8 •  
**RESOLVED**

• •  
**CLOSED**



**URGENT 3**



• 20 •  
**TICKETS**

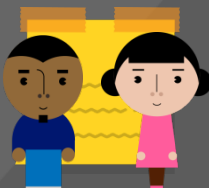
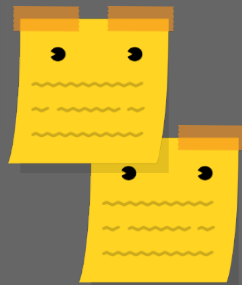
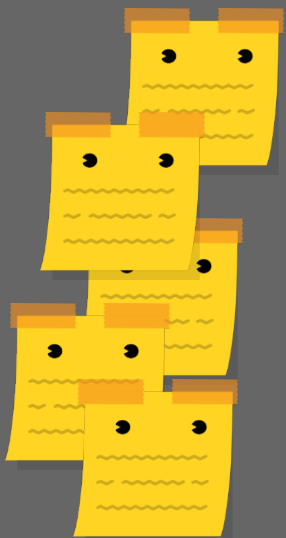
• 8 •  
**PLANNED**

• 3 •  
**DOING**

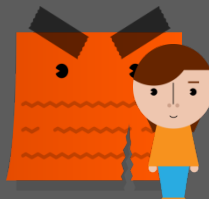
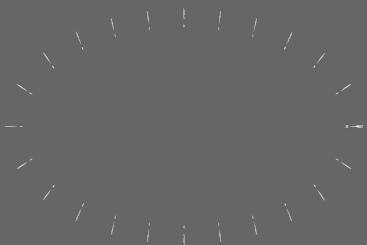
• 8 •  
**RESOLVED**

• •  
**CLOSED**

**TODAY**



**URGENT 3**



• 20 •  
**TICKETS**

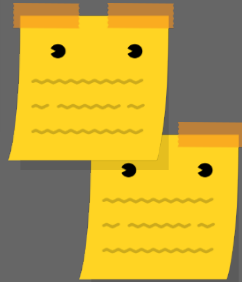
• 8 •  
**PLANNED**

• 3 •  
**DOING**

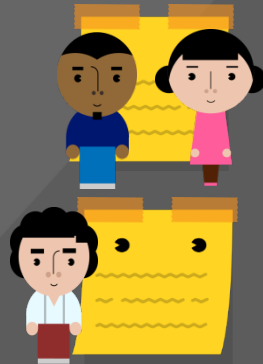
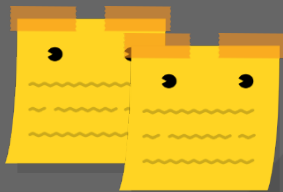
• 8 •  
**RESOLVED**

• •  
**CLOSED**

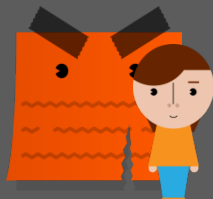
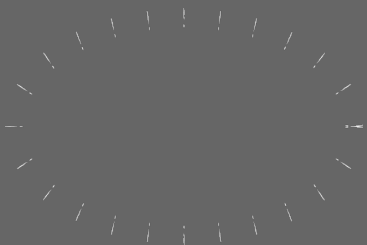
**TODAY**



**TOMORROW**



**URGENT 3**



Cross-functional team kanban board

• 1 •  
**TODO**

• 4 •  
**ANALYZE**

• 6 •  
**WORK**

• 4 •  
**VERIFY**

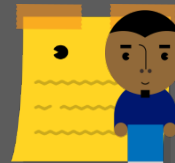
• 2 •  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 4 ·**  
**ANALYZE**

**· 6 ·**  
**WORK**

**· 4 ·**  
**VERIFY**

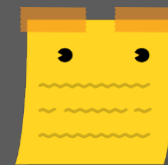
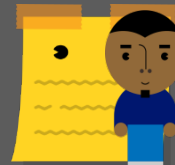
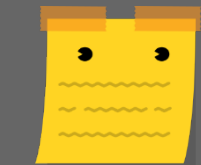
**· ·**  
**DONE**

**DOING**

**DONE**

**SW**

**DONE**



**SW – SOFTWARE DEVEL!**



• •  
**TODO**

• 4 •  
**ANALYZE**

• 6 •  
**WORK**

• 4 •  
**VERIFY**

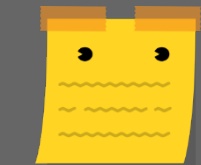
• •  
**DONE**

**DOING**

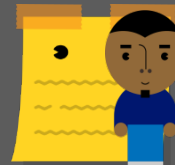
**DONE**

**SW**

**DONE**



**FW**



**FW – FIRMWARE DEVEL!**

**· ·**  
**TODO**

**· 4 ·**  
**ANALYZE**

**· 6 ·**  
**WORK**

**· 4 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

**DONE**

**SW**

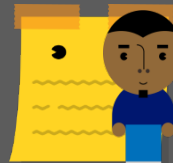
**DONE**



**FW**



**HW**



**HW - I BUILD HARDWARE!**



Scatter merge

**· ·**  
**TODO**

**· 4 ·**  
**ANALYZE**

**· ·**  
**WORK**

**· 4 ·**  
**VERIFY**

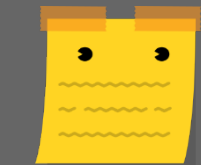
**· ·**  
**DONE**

**DOING**

**DONE**

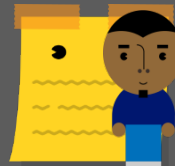
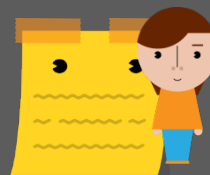
**SW 3**

**DONE**



**FW 2**

**HW 1**



**TODO**

**4  
ANALYZE**

**WORK**

**4  
VERIFY**

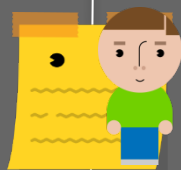
**DONE**

DOING

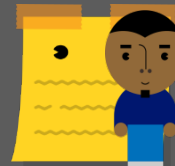
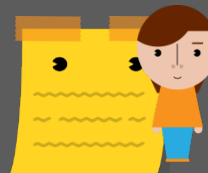
DONE

SW 3

DONE



FW 2



HW 1

**TODO**

4  
**ANALYZE**

**WORK**

4  
**VERIFY**

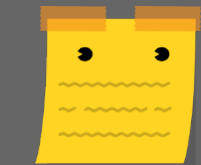
**DONE**

DOING

DONE

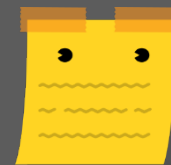
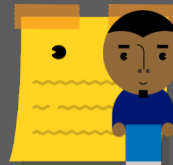
SW 3

DONE



FW 2

HW 1



**TODO**

4  
**ANALYZE**

**WORK**

4  
**VERIFY**

**DONE**

DOING

DONE

SW 3

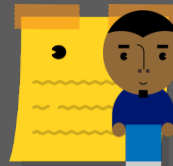
DONE

THIS FEATURES IS CROSS



FW 2

HW 1





**TODO**

**4  
ANALYZE**

**WORK**

**4  
VERIFY**

**DONE**

DOING

DONE

SW 3

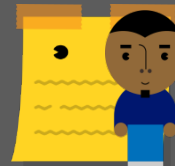
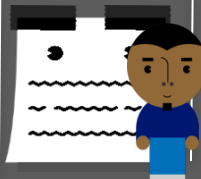
DONE



FW 2



HW 1



**SPLIT THE FEATURES IN  
SW, FW AND HW**

**TODO**

4  
**ANALYZE**

**WORK**

4  
**VERIFY**

**DONE**

DOING

DONE

SW 3

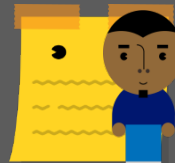
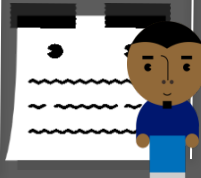
DONE



FW 2



HW 1



**TODO**

4  
**ANALYZE**

**WORK**

4  
**VERIFY**

**DONE**

DOING

DONE

SW 3

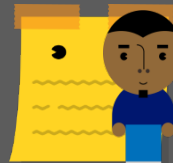
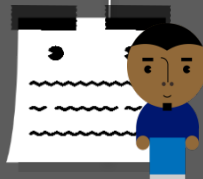
DONE



FW 2



HW 1



**TODO**

**4  
ANALYZE**

**WORK**

**4  
VERIFY**

**DONE**

DOING

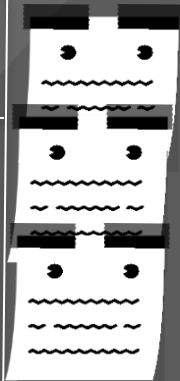
DONE

SW 3

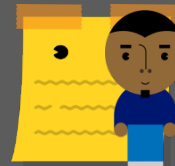
DONE



FW 2



HW 1



MERGE TAKS FOR THE FEATURE

**TODO**

4  
**ANALYZE**

**WORK**

4  
**VERIFY**

**DONE**

DOING

DONE

SW 3

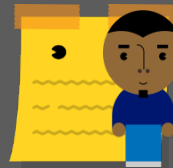
DONE



FW 2



HW 1



**MERGE TAKS FOR THE FEATURE**

**· ·**  
**TODO**

**· 4 ·**  
**ANALYZE**

**· ·**  
**WORK**

**· 4 ·**  
**VERIFY**

**· ·**  
**DONE**

**DOING**

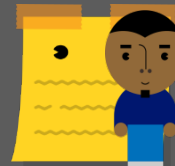
**DONE**

**SW 3**

**DONE**



**FW 2**



**MERGE TAKS FOR THE FEATURE**

**HW 1**

**TODO**

4  
**ANALYZE**

**WORK**

4  
**VERIFY**

**DONE**

DOING

DONE

SW 3

DONE

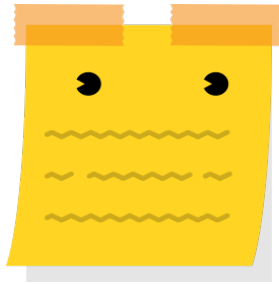


FW 2

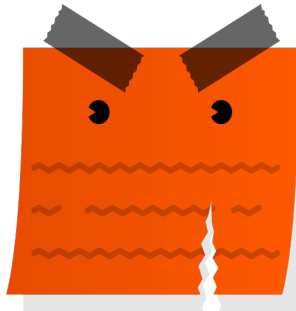
HW 1



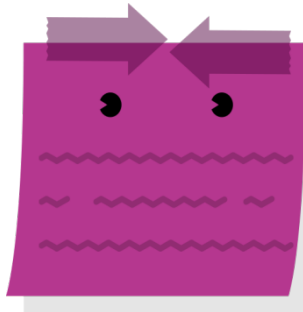
**MERGE TAKS FOR THE FEATURE**



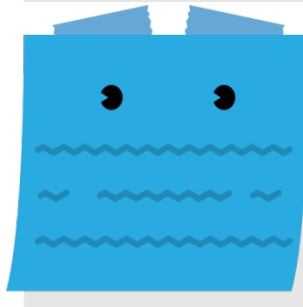
tasks



bugs



change requests



new features



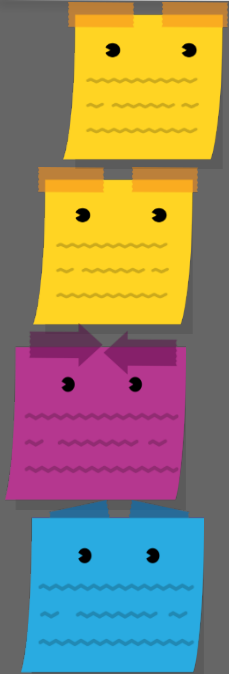
• 20 •  
**TICKETS**

• 8 •  
**PLANNED**

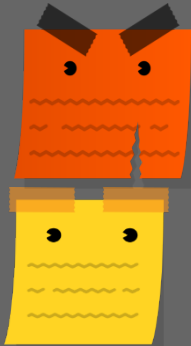
• 3 •  
**DOING**

• 8 •  
**RESOLVED**

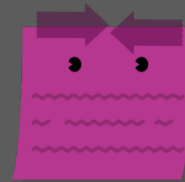
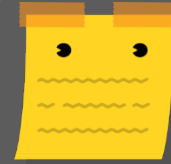
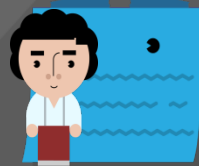
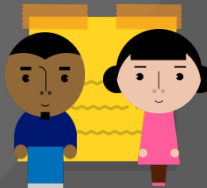
• •  
**CLOSED**



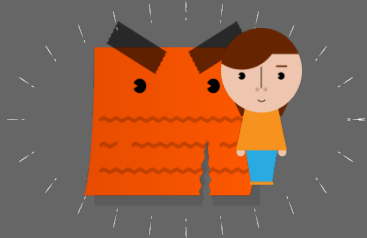
**TODAY**



**TOMORROW**

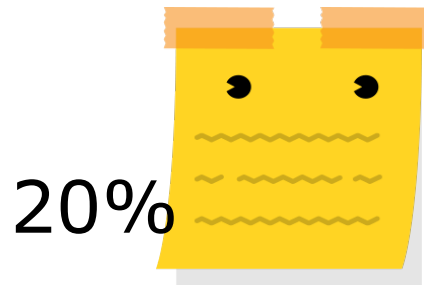


**URGENT**

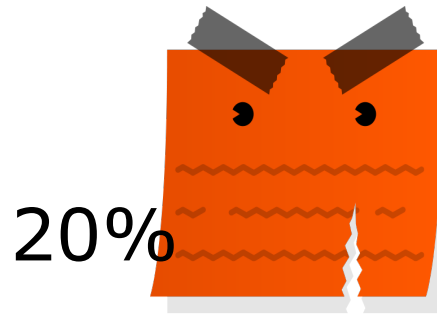


**USE COLORS FOR ACTIVITIES TYPES**

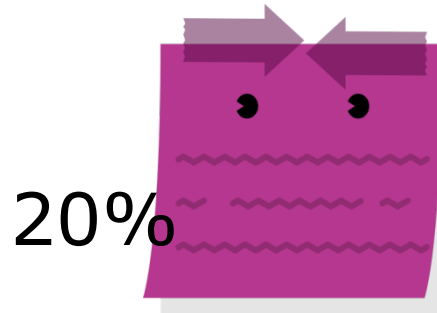
LIMIT MIX OF ITEMS TYPES



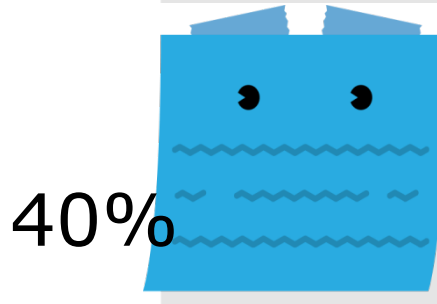
tasks



bugs



change requests



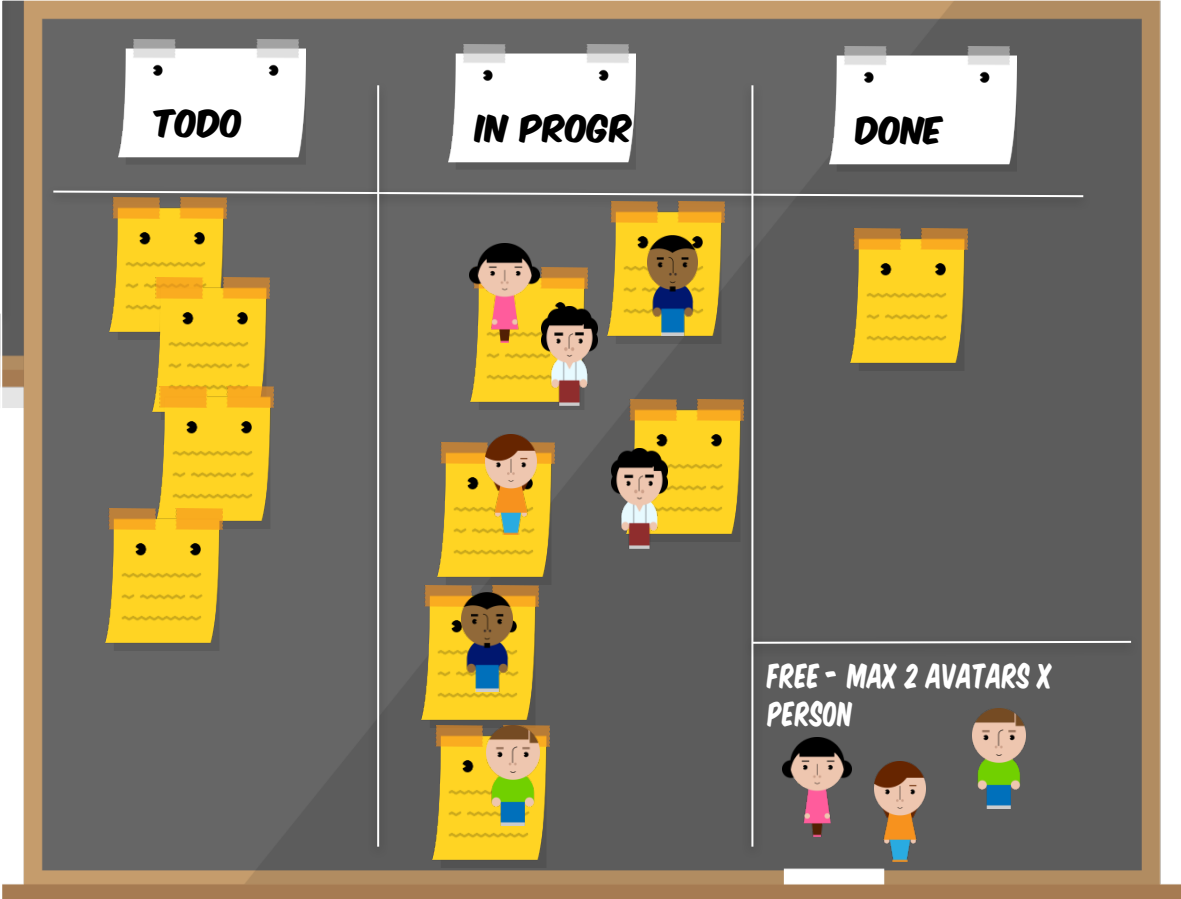
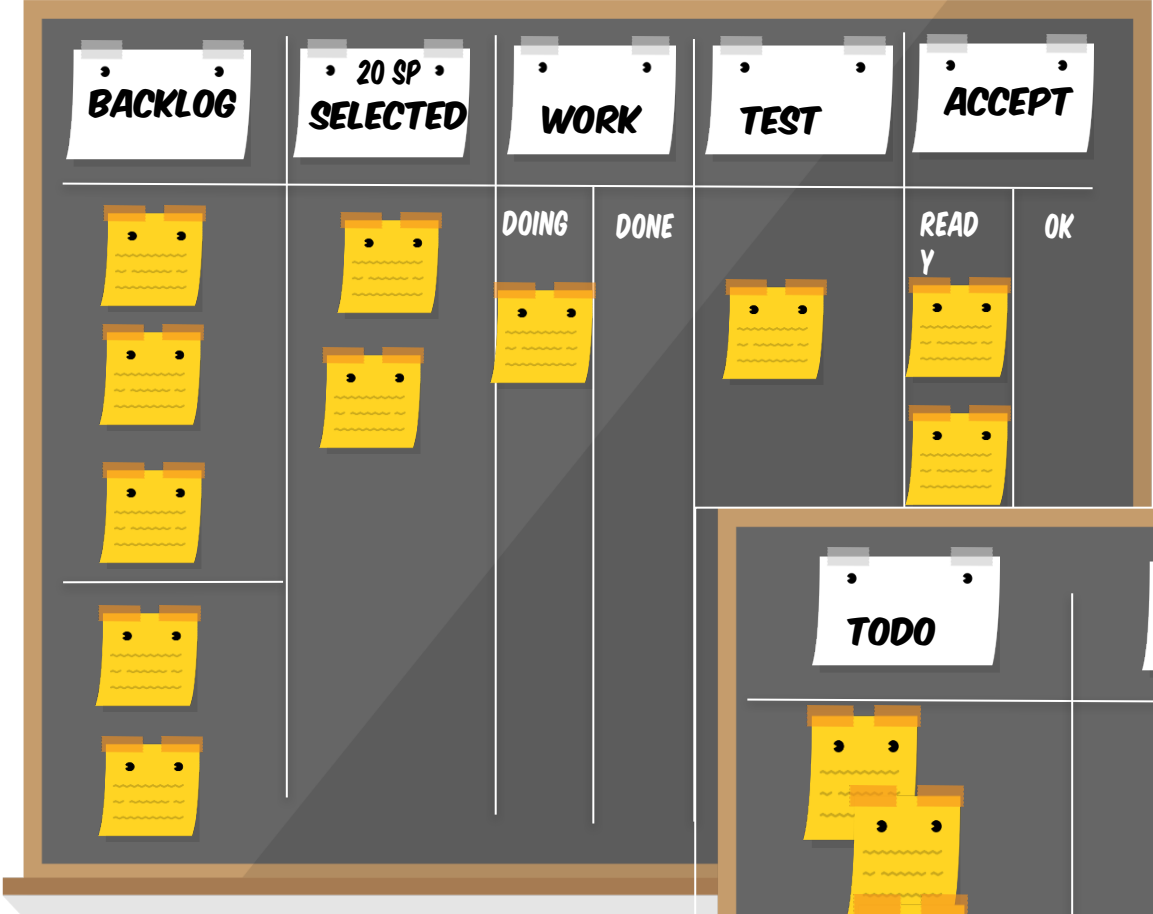
new features

# Proto Kanban

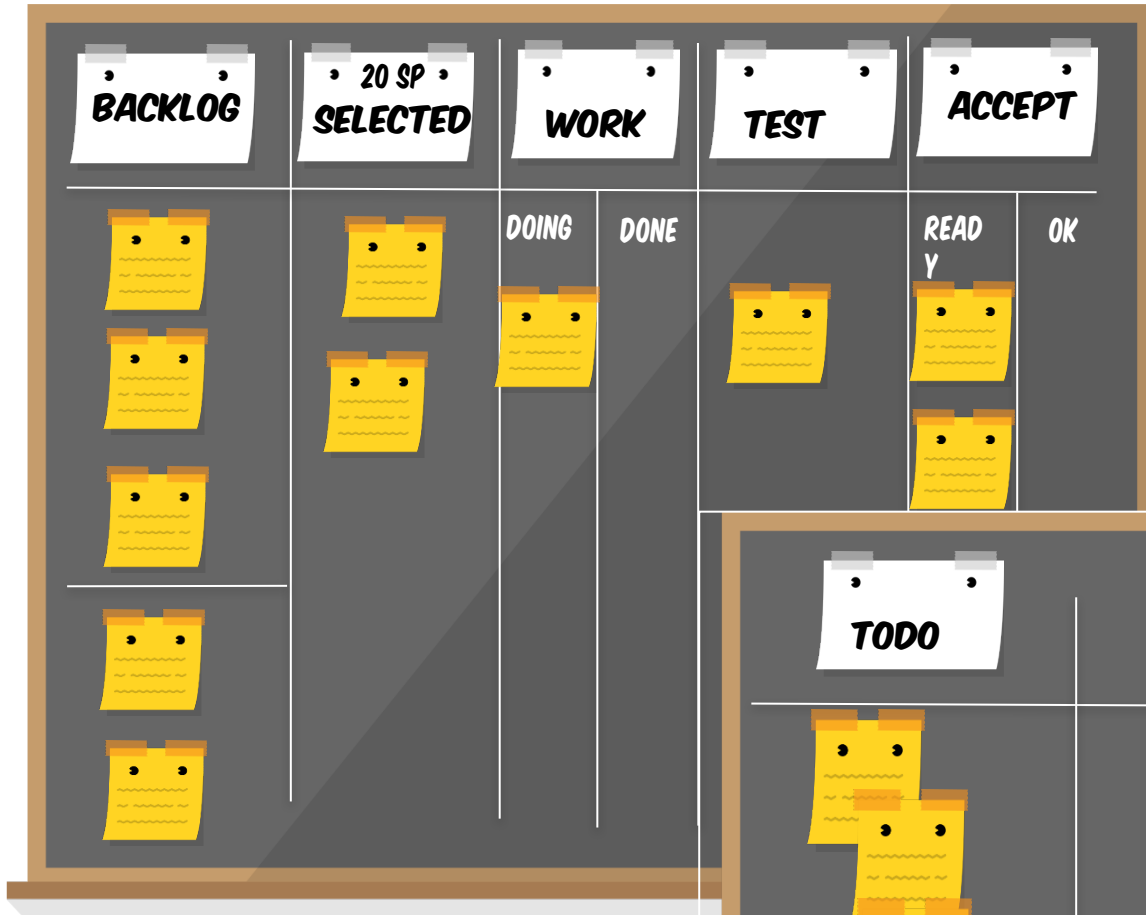
No pull? No team?  
Timeboxed? Forecast?

Linked Kanban boards, Scrum example

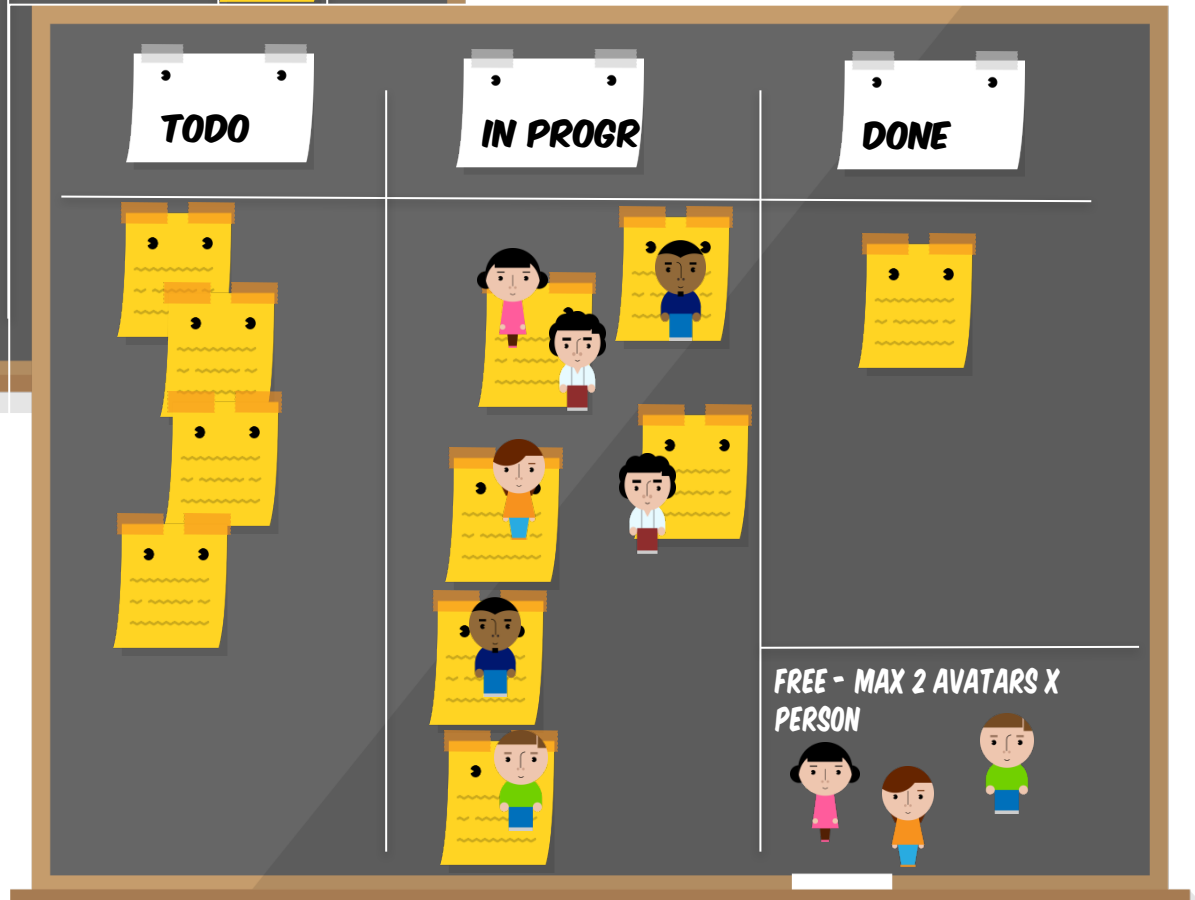
# ← PRODUCT BACKLOG



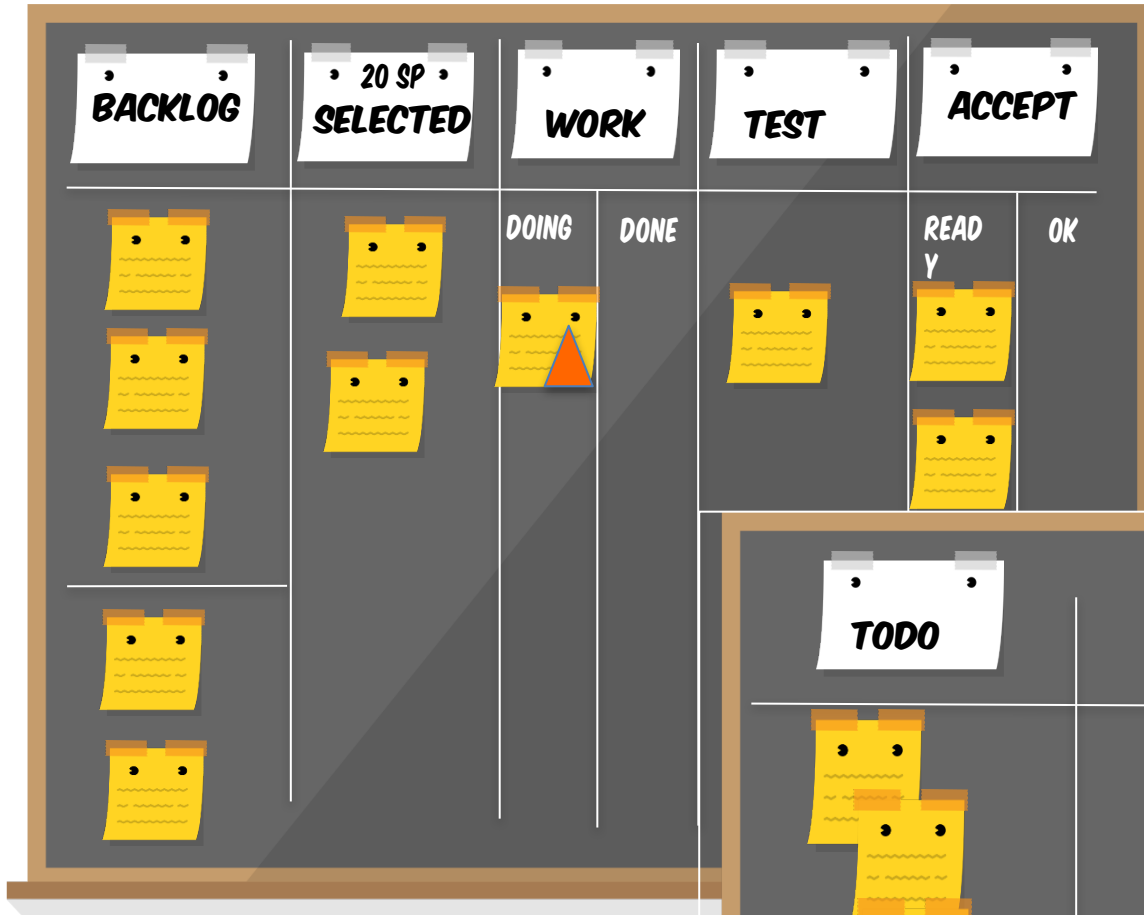
# SPRINT BACKLOG →



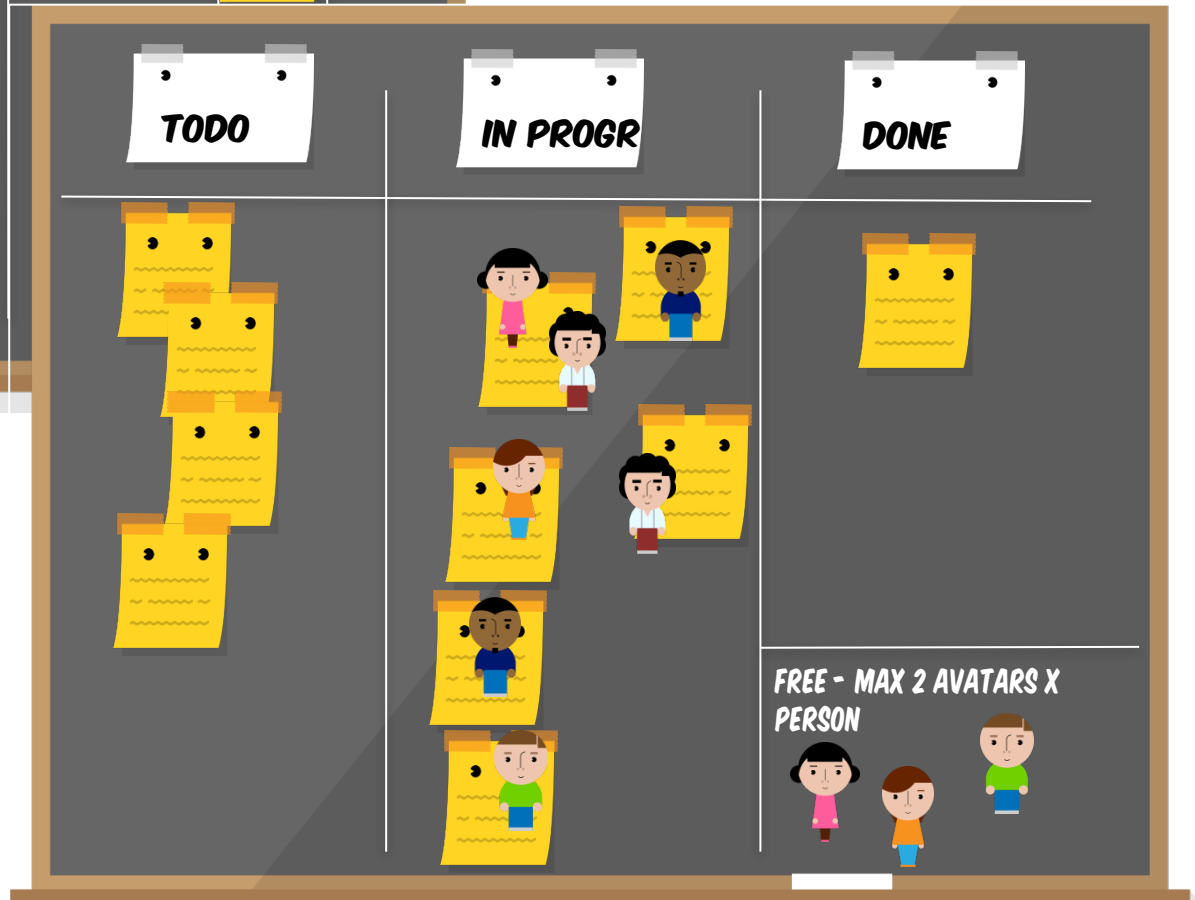
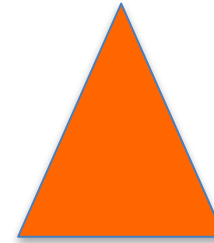
← **STORIES**

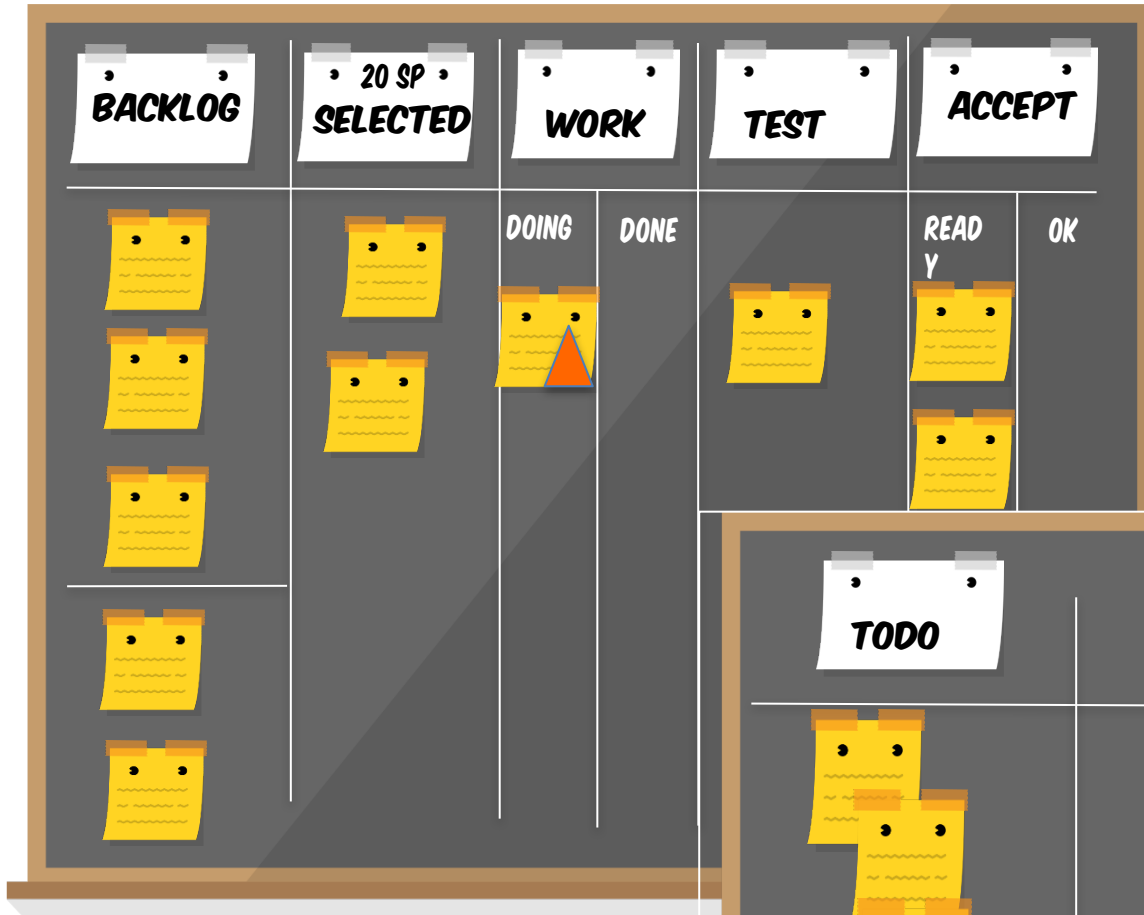


**TASKS** →

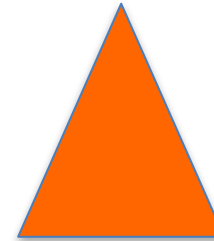


# STORY

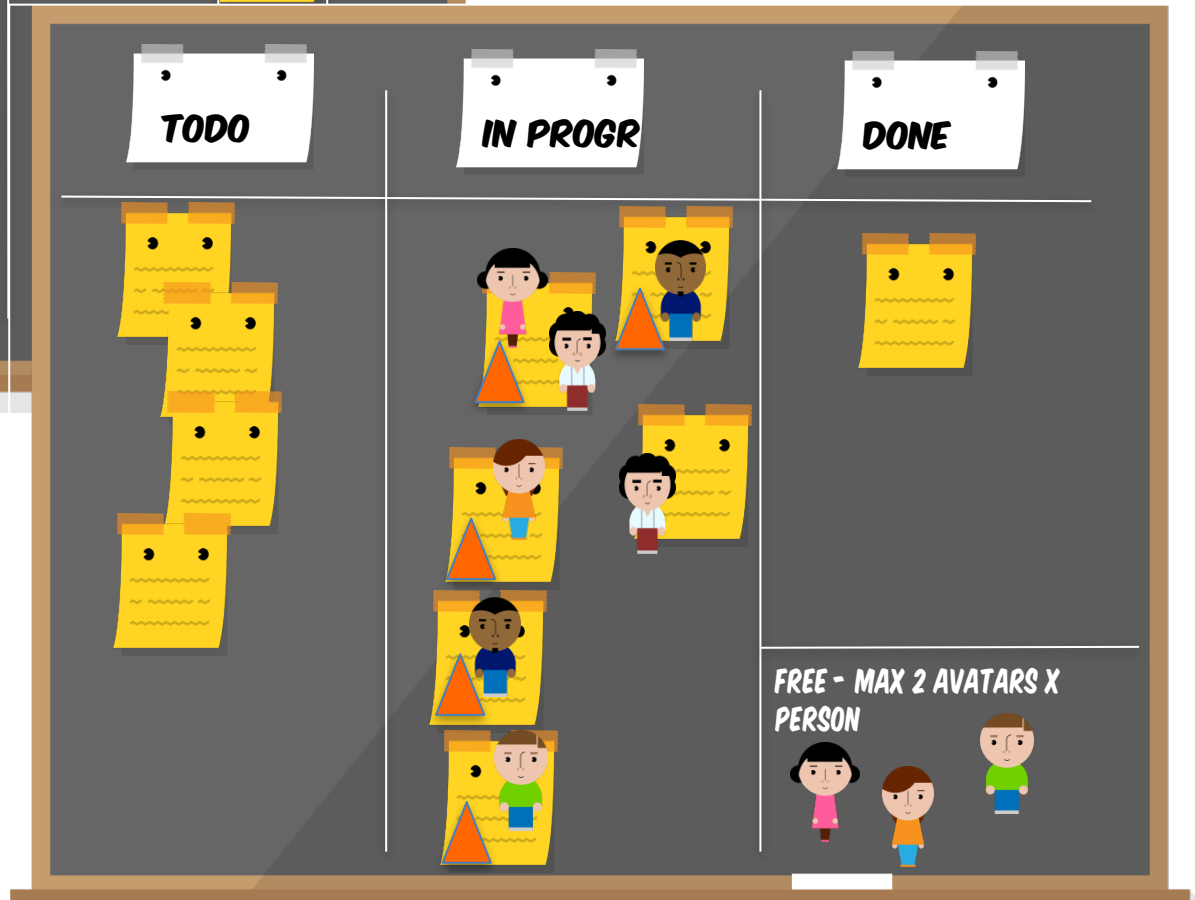
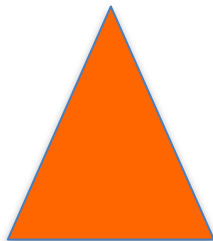




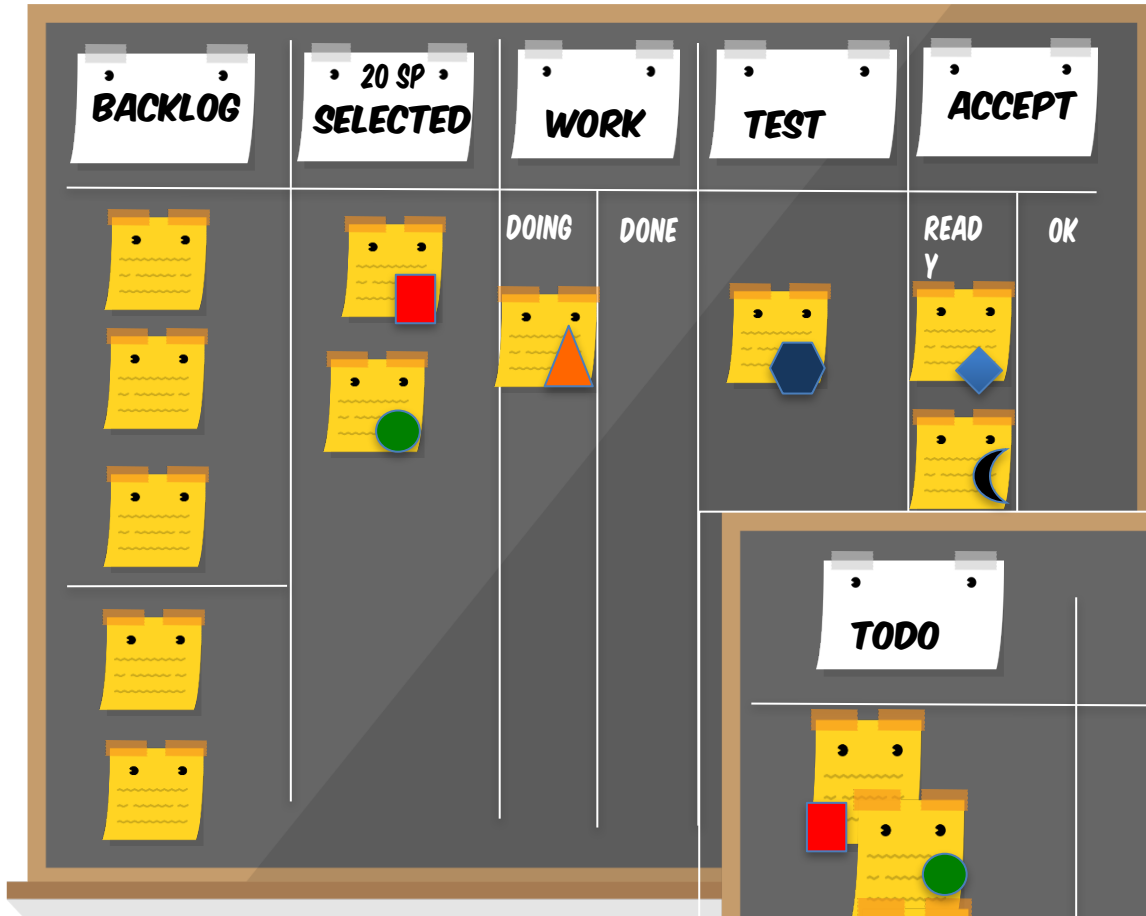
# STORY



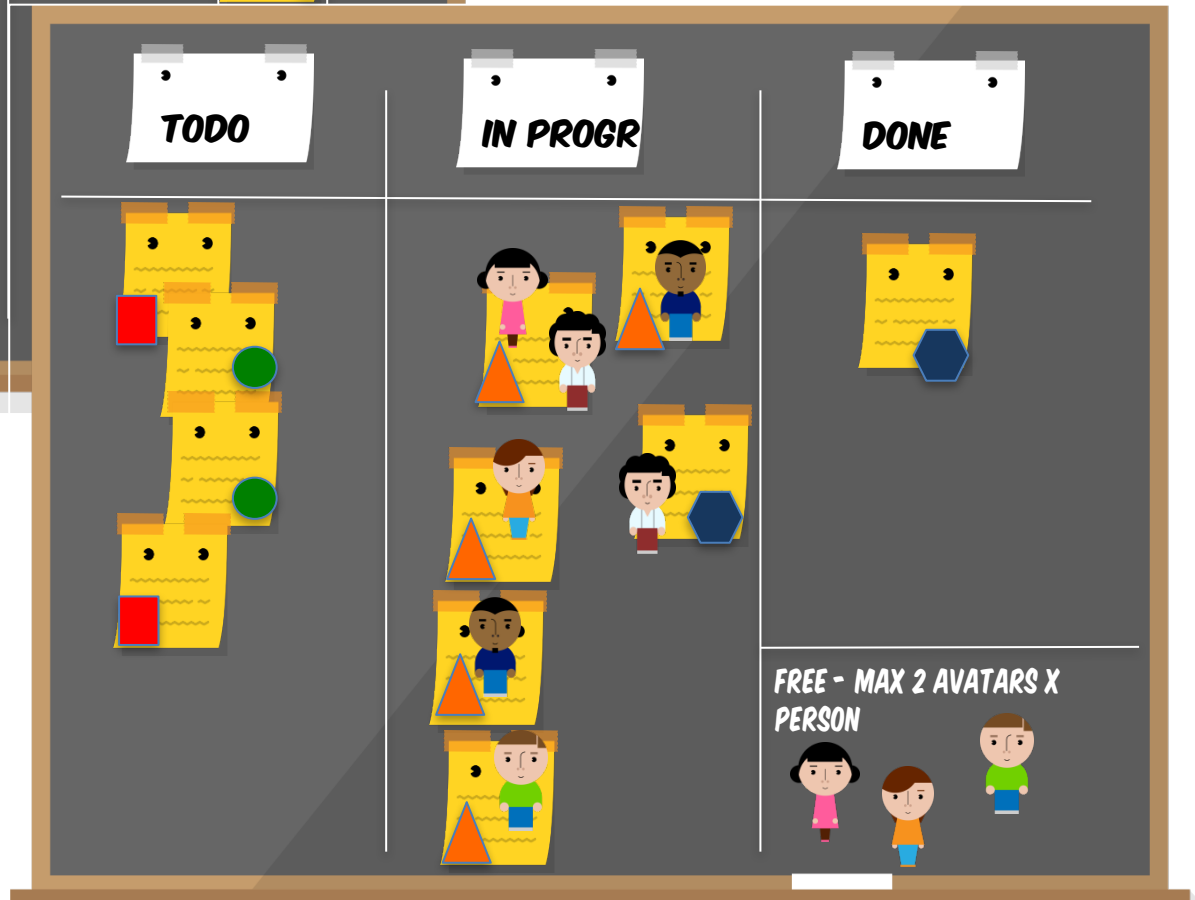
# RELATED TASKS







# LIVE SPRINT!



Forecasts

**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

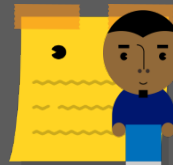
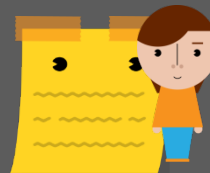
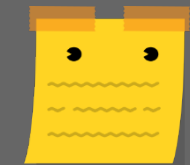
**· ·**  
**DONE**

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

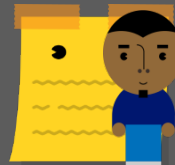
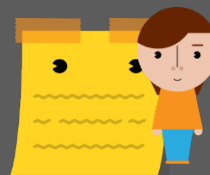
5 DAYS FROM HERE →

**DOING**

**DONE**

**DOING**

**DONE**



**· ·**  
**TODO**

**· 2 ·**  
**ANALYZE**

**· 3 ·**  
**WORK**

**· 2 ·**  
**VERIFY**

**· ·**  
**DONE**

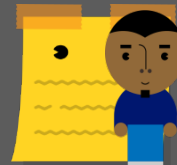
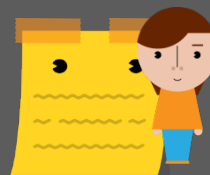
5 DAYS FROM HERE →

**DOING**

**DONE**

**DOING**

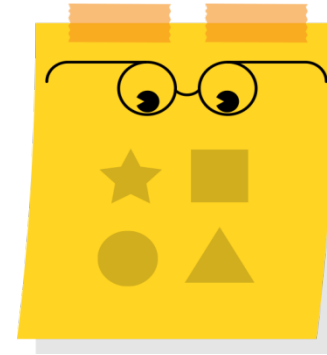
**DONE**



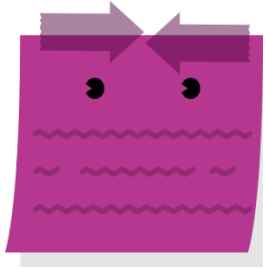
10 DAYS FROM HERE →



Time driven kanban board



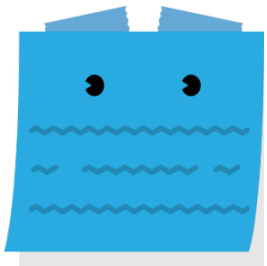
program



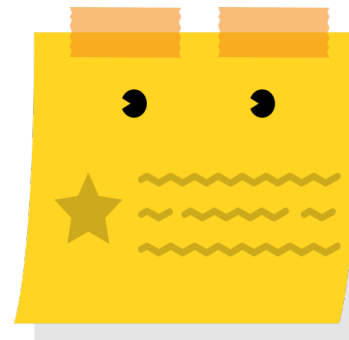
change requests



project



new features



sub-project



• 20 •  
**BACKLOG**

• 8 •  
**QUARTERS**

• 5 •  
**MONTH**

• 3 •  
**DOING**

• •  
**DONE**

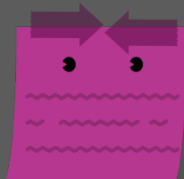
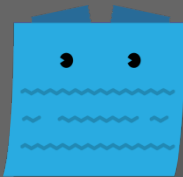
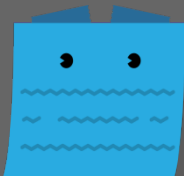
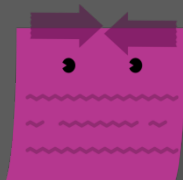
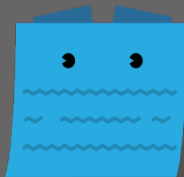
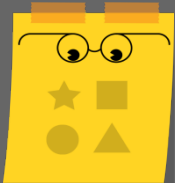
**CURRENT**

**CURRENT**

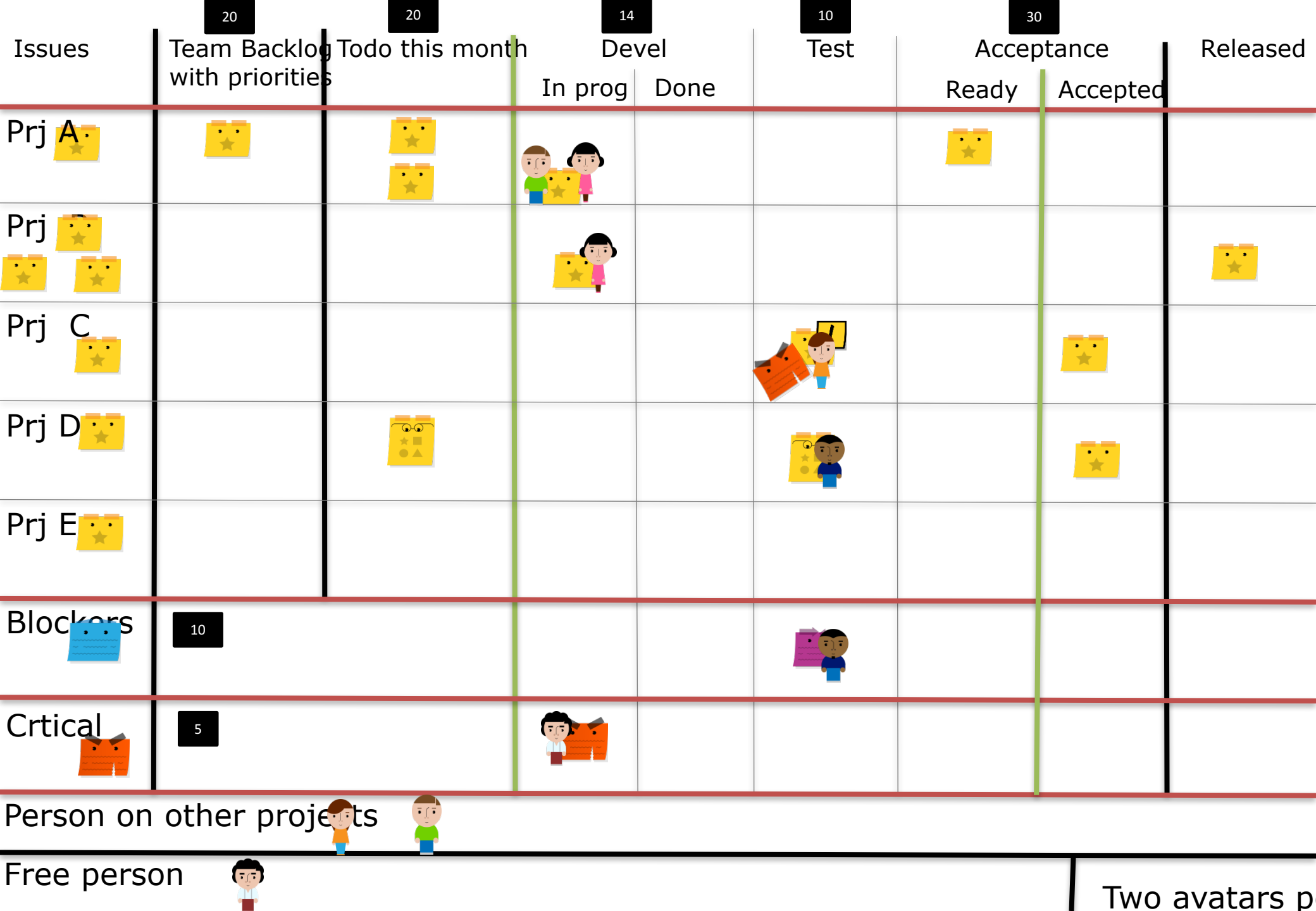
**NEXT**

**NEXT**

**STRATEGY BOARD**

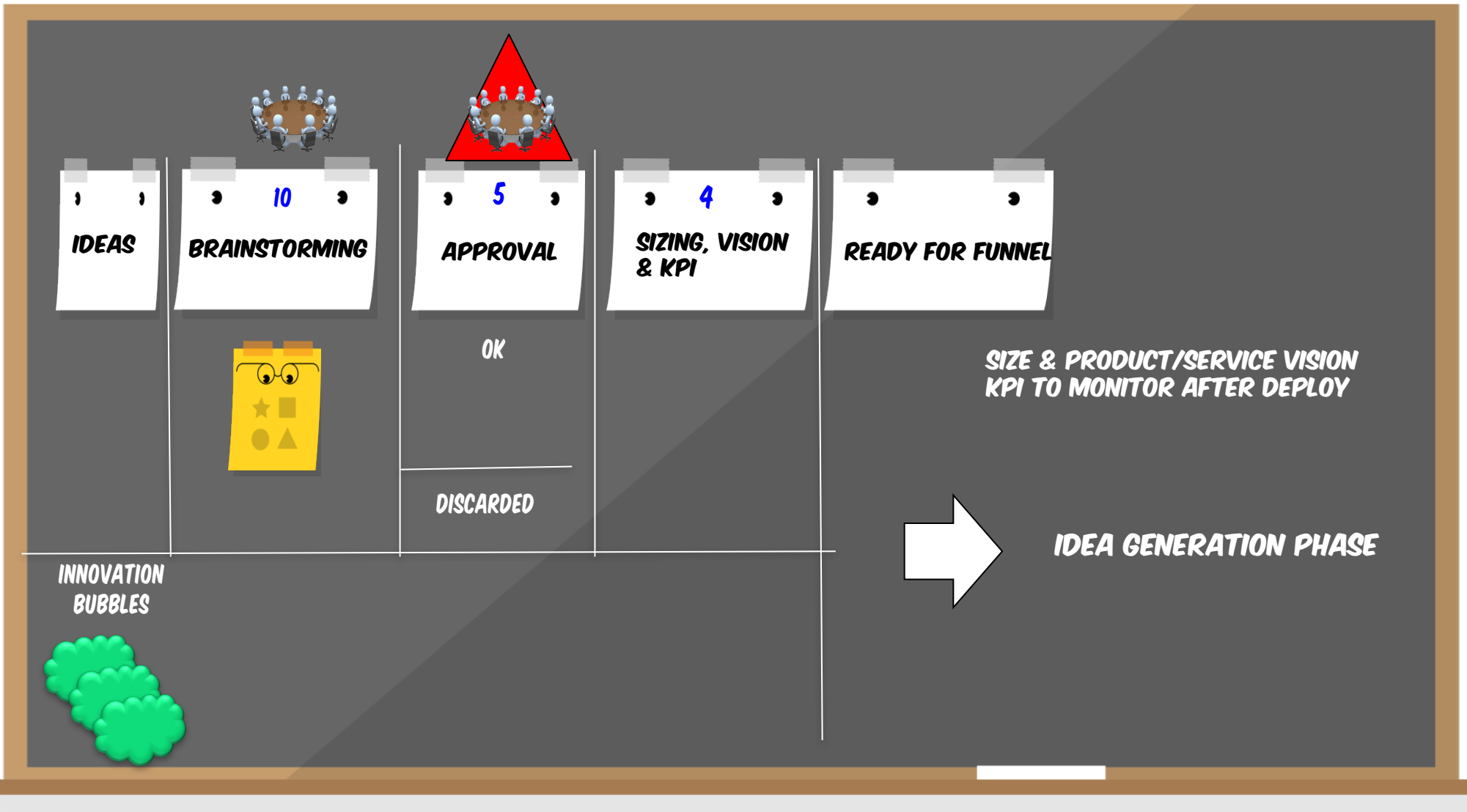


Program kanban board



Portfolio kanban boards

# Pre-funnel



### IDEA GENERATION



10

BACKLOG

FUNNEL

7  
BUSINESS &  
TECH  
ANALYSIS

5

APPROVAL



### IMPLEMENTATION

5

TEAM  
READY

STARTING

IN PROG

UAT

IN  
PROD

COMPLETED

APPROVED &  
CLOSED



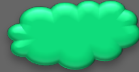
SIZED  
SIZED+  
VISION

IN PROG

DONE



INNOVATION  
BUBBLE



OK

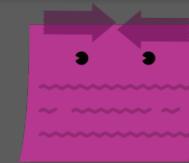
DISCARDED



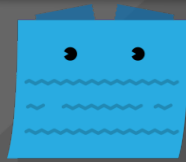
INCUBATORS

URGENCIES BACKLOG (WIP)

URGENCIES IN PROGRESS (WIP)



OPERATIONS BACKLOG (WIP)



OPERATIONS IN PROGRESS (WIP)







Personal kanban board

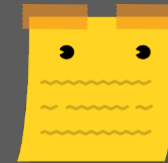
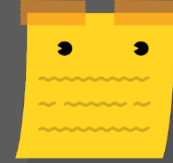
• 20 •  
**IDEAS**



• 3 •  
**DOING**



•  
**DONE**  
•



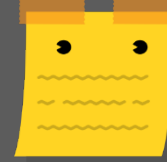
• 20 •  
**IDEAS**



• 3 •  
**DOING**



•  
**SUCCESS**



•  
**FAILED**



• 20 •  
**IDEAS**

• 8 •  
**PLANNED**

• 3 •  
**DOING**

•  
**SUCCESS**

•  
**FAILED**



• 20 •  
**IDEAS**

• 8 •  
**PLANNED**

• 3 •  
**DOING**

•  
**SUCCESS**

•  
**FAILED**

**THIS MONTH**



• 20 •  
**IDEAS**

• 8 •  
**PLANNED**

• 3 •  
**DOING**

•  
**SUCCESS**

•  
**FAILED**



**THIS MONTH**



**NEXT MONTH**

