

Hack your Culture...

HACK YOUR MEETINGS !

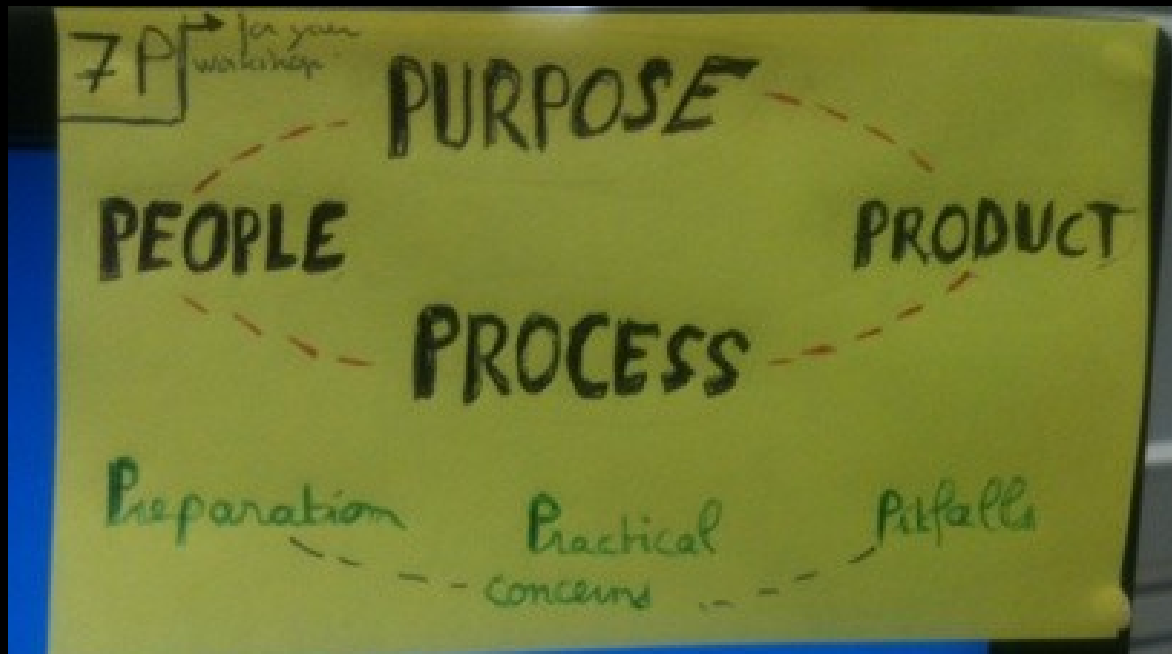
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#1 PREPARE YOUR MEETING

Use the 7P... and install a collaborative environment (circularity, whiteboard, postits...)



#2 USE GROUND RULES

Share the rules and make it visible !

We begin and end on time

We only have one conversation at a time

We test assumptions and inferences

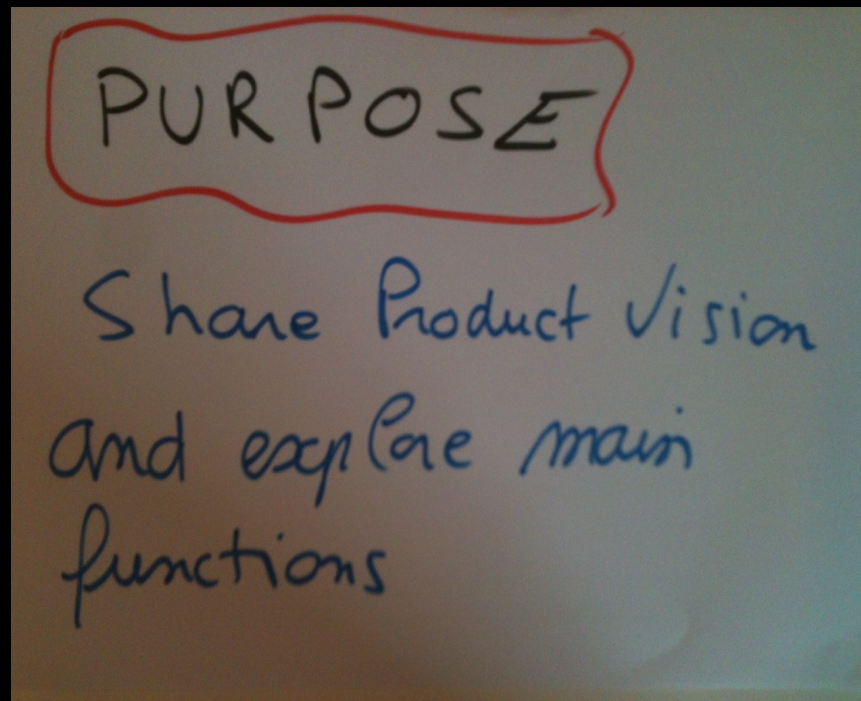
We share all relevant information

We use specific examples

We listen respectfully

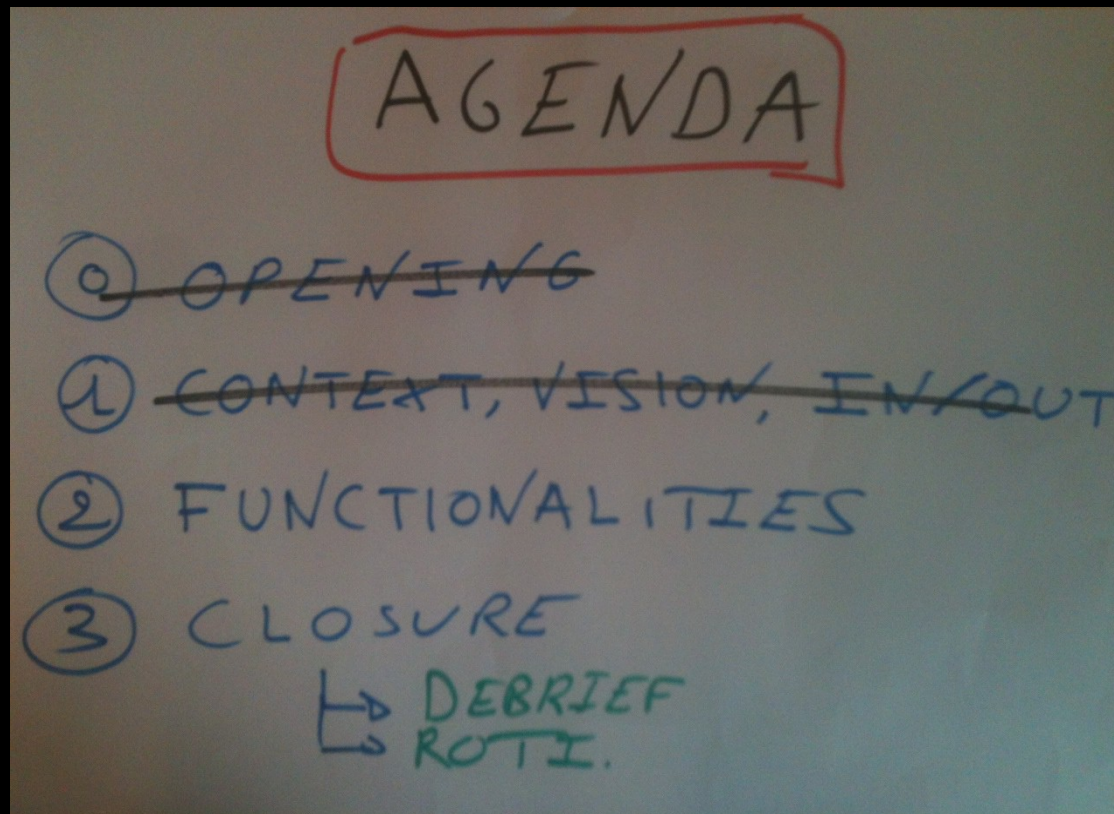
#3 CLARIFY MEETING PURPOSE

The reason for the meeting. On the wall to ensure everyone is on the same page...



#4 MAKE THE AGENDA VISIBLE

Show the process, show the progress...



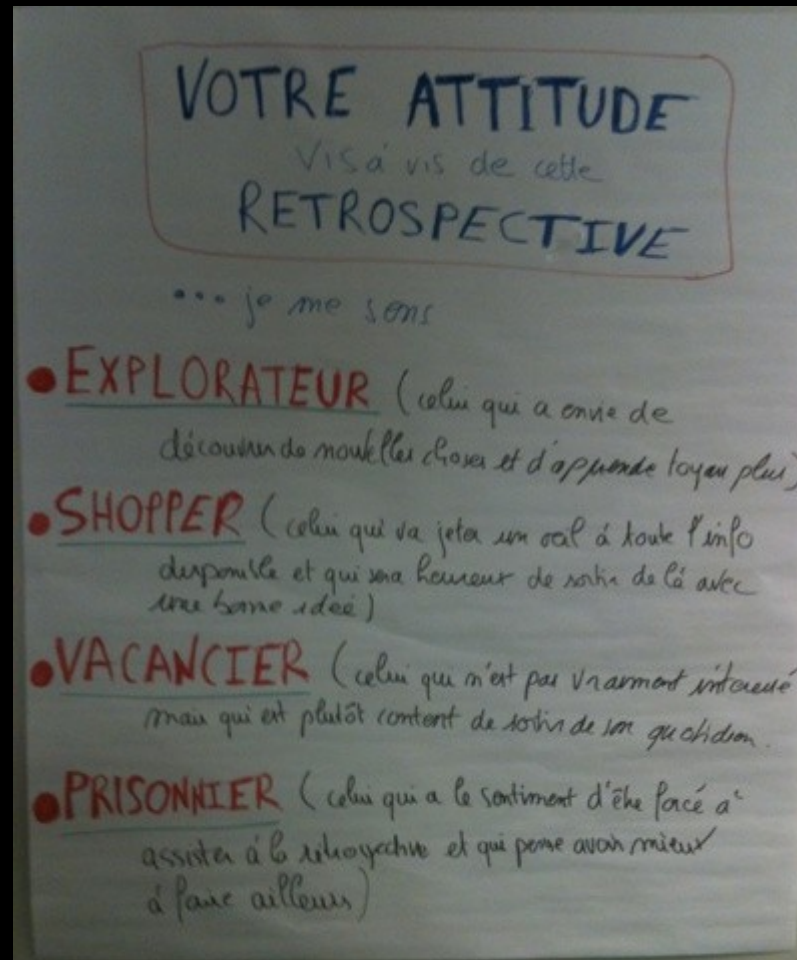
#5 TRY THE DELEGATED MEETING

Systemic delegated functions. The 4 meeting roles rotate among team members.



#6 MAKE PARTICIPATION OPTIONAL

No Prisoner !



#7 BE ACTION ORIENTED

No exit without Action Plan or Next Steps !

ACTION PLAN
- Sprint 3 - For SPRINT 4 !

WHAT	WHO	WHEN
● Deliver early to testers <i>KO!</i>	Team	First week Sprint 4
● Focus on code quality → unit testing → pair testing → code review <i>Done!</i>	Team	Sprint 4
● Make user stories "Ready" for sprint planning → Product Backlog Refinement → Write User Stories <i>Done!</i>	PO + Team	Sprint 4 (First week)

#8 TAKE FEEDBACK TO IMPROVE

Use the ROTI (Return on Time Invested) at the end of the meeting

A ROTI For This Meeting !

Value

Feedback

Lean Thinking !

Transparency

Courage



"Excellent. A really useful meeting that worth more than the time spent on it. High value "



"Above Average. I gained more than the time I spent. Good value"



"Average. I gained enough to justify the time spent on. I have not lost my time, no more. Value"



"Useful but it wasn't worth 100% of the time spent on it. So I lost time. "



"Useless. I gained nothing. I really lost 2 hours! No value at all! "

Hacking is viral...

**Starts with a
single man ...**

**(a manager, a coach, a team
member)**

**Then little hacks
tend to
generalize ...**

**First, only team
meetings...**

**Then meetings concerning people
working with the Team...**

**Then other teams who choose to
imitate !**