



## Do you want to do a SPRINT?

### CHECKLIST

Are you interested in doing a sprint? Here are some things to think about to make sure you have the right people involved and commitments in place.

<b>The problem</b>	
Is it hairy, complex and one you've tried to tackle before?	<b>Y N</b>
Is it a manageable problem? (large system wide issues may be beyond the capacity of a sprint)	<b>Y N</b>
Are the stakes high? (hint: yes is the right answer)	<b>Y N</b>
Does the problem align with a strategic priority? (much more likely to succeed if yes)	<b>Y N</b>
<b>Decider</b> <i>The decider is not always the person hosting/sponsoring. It is the person or people who are in charge of implementing the prototype beyond the testing phase if needed.</i>	
Is the person in charge of where the prototype will be tested and possibly implemented in agreement to sponsor the sprint?	<b>Y N</b>
Is the decider in agreement that a sprint is the right methodology to approach the problem?	<b>Y N</b>
Is the decider aware that we need his/her time before and after the sprint?	<b>Y N</b>
Is the decider prepared to provide protected time to sprint participants if needed after the sprint?	<b>Y N</b>
Is the decider able to join certain parts of the sprint to vote and give direction?	<b>Y N</b>
<b>Right attendees?</b>	
Are you able to invite the right stakeholders? People who have first-hand knowledge of the topic and who will own and work on ideas coming out of the sprint moving forward.	<b>Y N</b>
A sprint ideally has up to 10 stakeholders involved – can you contain the attendance?	<b>Y N</b>
Are you able to interview "end users" before the sprint and have end users available for "testing" during the sprint? (usually day 2)	<b>Y N</b>
<b>Post sprint considerations</b>	
Are there people assigned to expand testing of prototype or implement after the sprint?	<b>Y N</b>
Is the decider prepared to remove barriers, change rules or break rules to implement the prototype?	<b>Y N</b>