SimulTrain® 12 Agile

User Guide

1. INTRODUCTION

SimulTrain Agile is a simulation of an Agile software development project. In the planning phase You, the members of a development team, choose your team of **7 people** and features to be developed in each of **3 sprints** with the total number of **story points - 300**. The duration of sprint is usually 1-4 weeks. The duration of sprint in this simulation is 4 weeks.

The recommended settings of the simulation are: **scenario: *agile, speed: fast 3, risk: yes, plan changes: yes*.** Other features depend on the your or your trainer choice and they are less important.

It is important to have a printed copy of project description for each members of your team, for example, in English https://www.simultrain.swiss/doc/4076_EN_agile_project_description.pdf

IMPORTANT: You can, at any moment, interrupt the simulation and start again later with the same password.

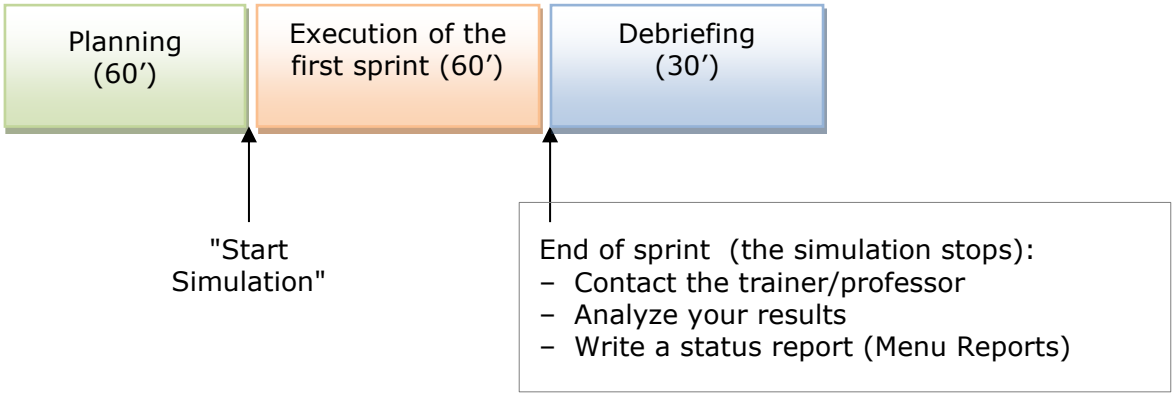
To interrupt: simply close the window.

To continue: restart the simulator with the same password.

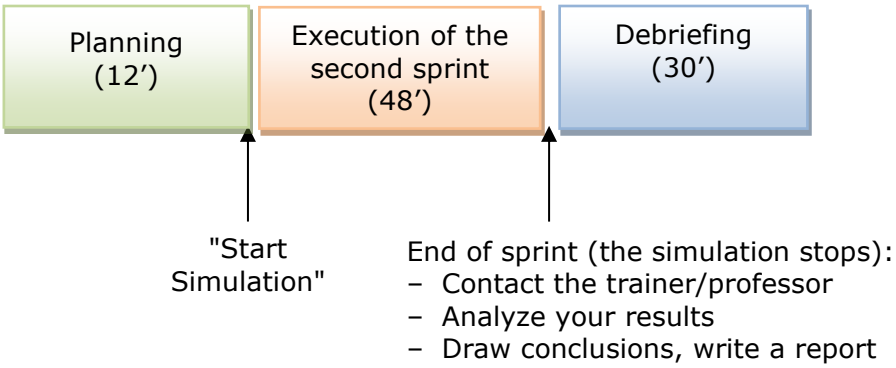
Attention: Do not open 2 or more sessions with the same password at the same time.

2. PROCEDURE

A. Example program of the first sprint (simulation weeks 1 to week 4)



B. Example program of the second sprint

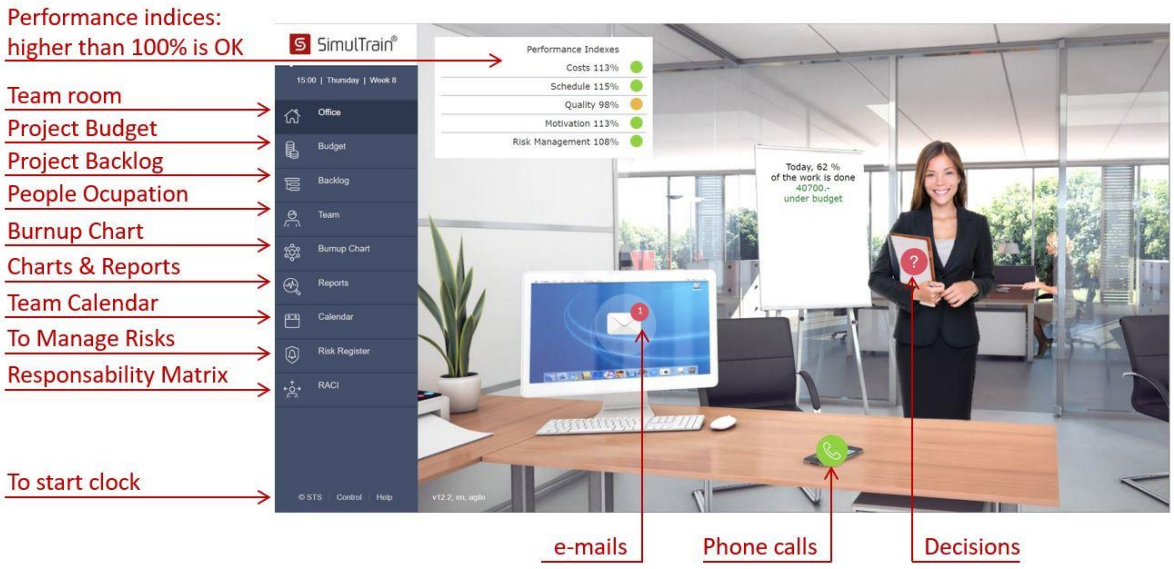


The **simulation** is divided into three sprints of 4 weeks each. After the first sprint (4 weeks of the simulation, approximately 60 minutes for speed Fast 3), the simulation will be put on hold to allow you to assess your performance and plan corrective action before continuing.

3. LAUNCHING

You login at www.simultrain.swiss with the password that you received from your trainer/professor.

You are **members of an agile software development team**. When you launch the program, you find yourself in the team room:

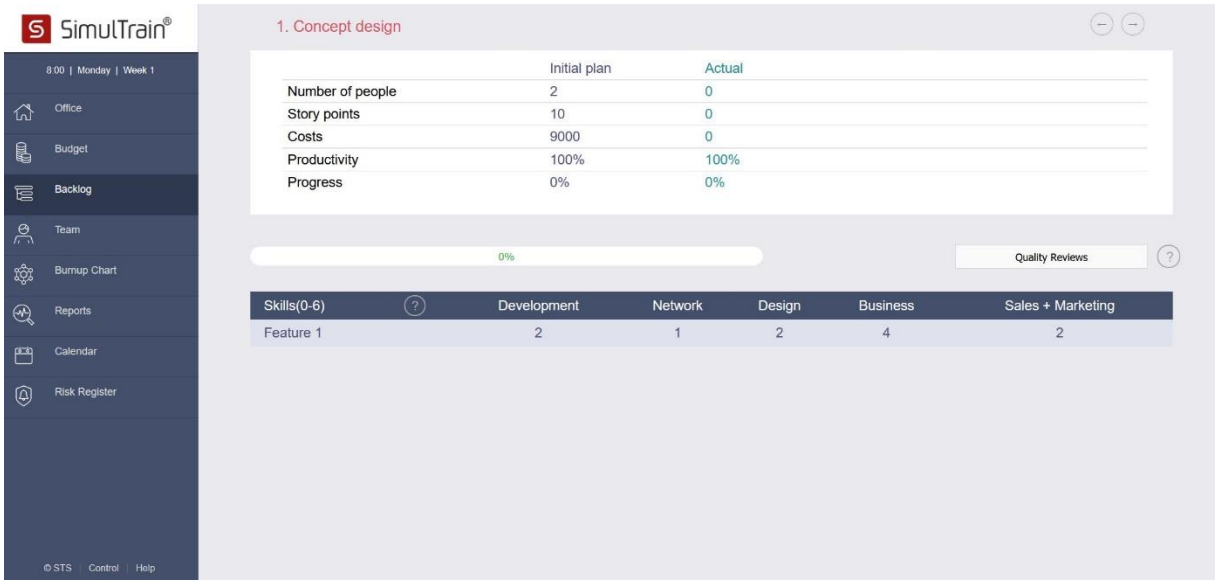


4. PLANNING

In this phase, you must choose **seven project team members** and several **features** in the Backlog that will be developed in the first sprint. You can always go back and change any allocation that was made and change it in the course of the planning period. You cannot change the composition of the chosen people once the clock started.

Click on **Backlog** and then on a feature, for example, **feature 1. Concept Design**.

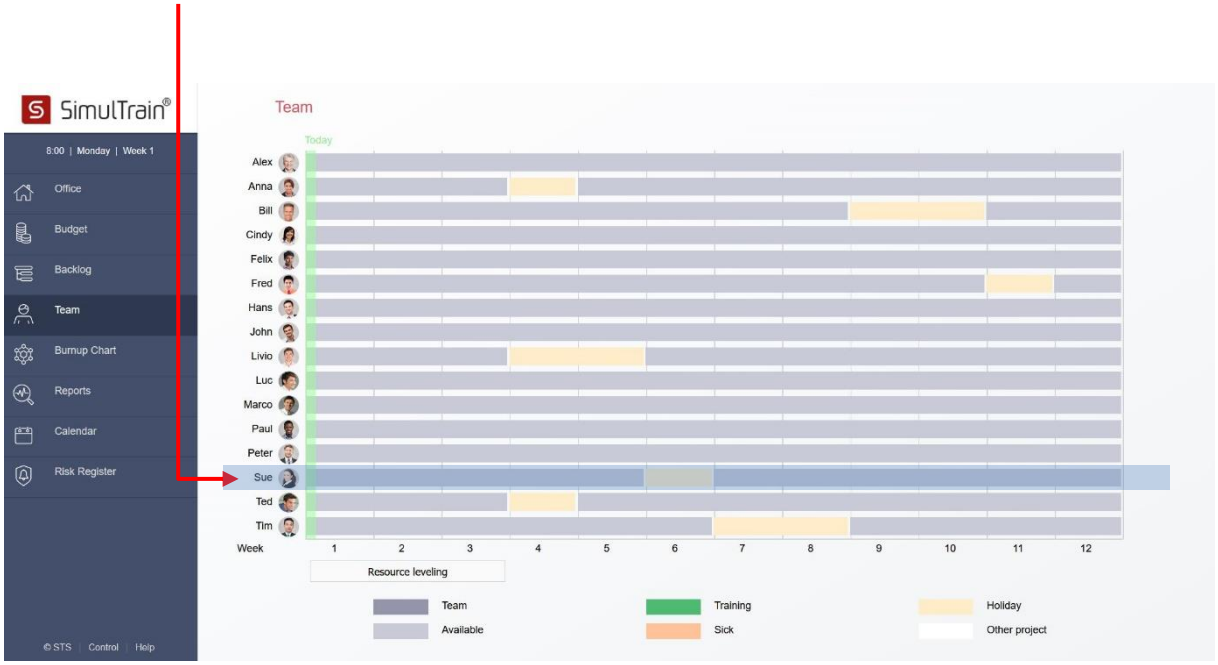
You see that this feature requires 2 people; its duration is 5 days, and it gives 10 story points according to the initial plan. You can also consult the skills required for this feature: 2 in Development, 1 in Network, 2 in Design, 4 in Core Business of the company, and 2 in Sales & Marketing in scale from **0 to 6 (maximum)**.



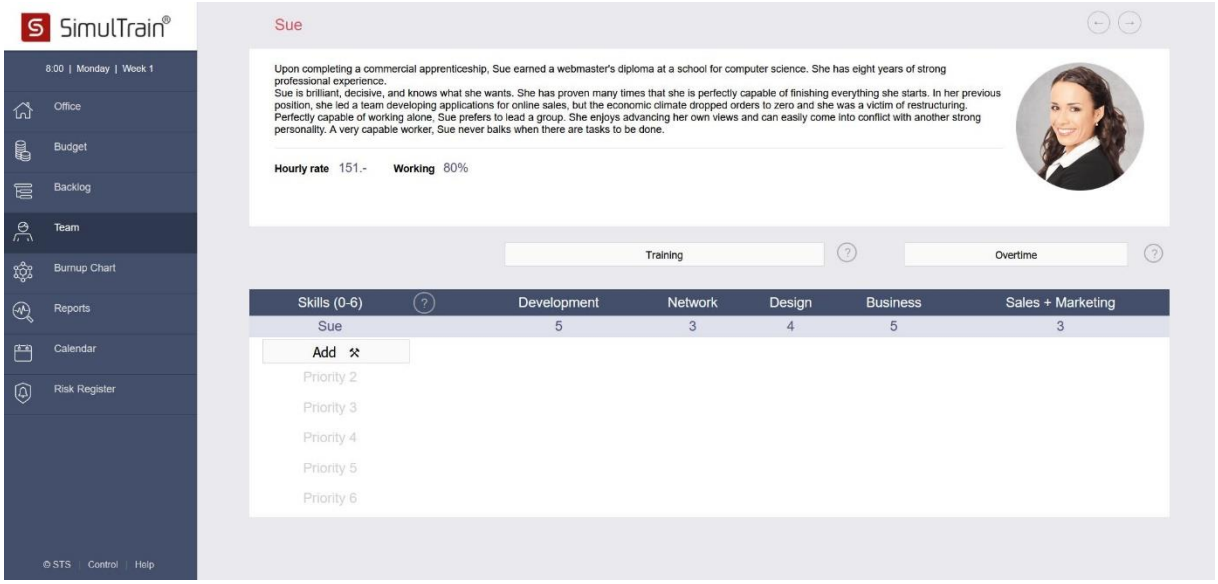
You can specify the number of Quality review for the feature by clicking on the button Quality Reviews. If you are not sure about the necessary number, please get advice by clicking on the question mark **(?)**.

A. Now you can look at the **people,** which are available for the project. Click button **Team.**

To consult the files of the different people, use the printed **Project Description** and click on a team member's name – for instance, **Sue**.

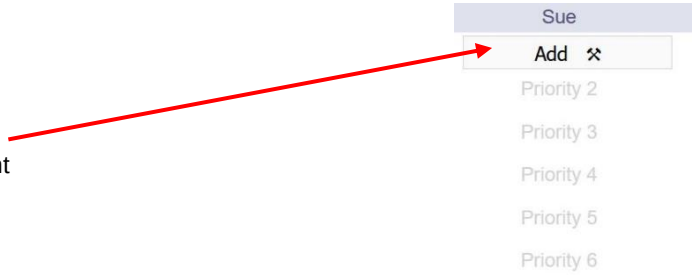


You consult Sue's profile. She's seems well qualified! Unfortunately, she is more expensive than many other colleagues – see her hourly rate.



B. Allocating an activity to a resource

If you decide to include her into your team of 7 people, click on Add button and assign her to a feature, for example, **feature 1. Concept Design.** She will work on the feature with the highest priority. You can allocate up to 6 different features for the sprint to a team member.



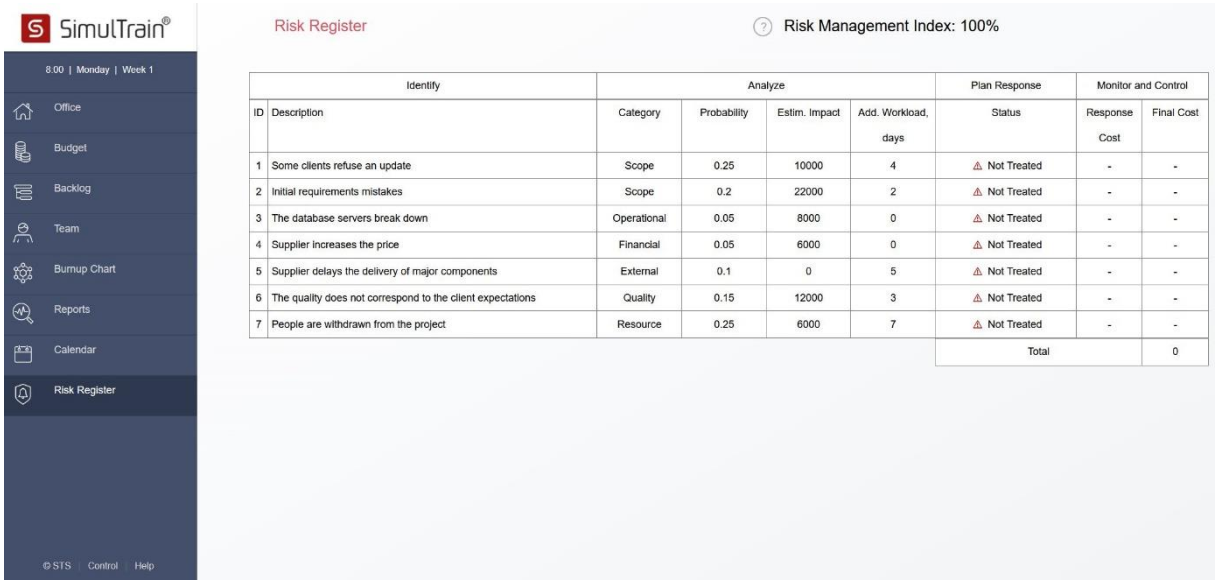
You choose 7 people and allocate the features that will be developed during the first sprint.

C. Backlog

We can now look at the **Backlog** again. We see that **Sue** will work on **feature 1. Concept Design**:

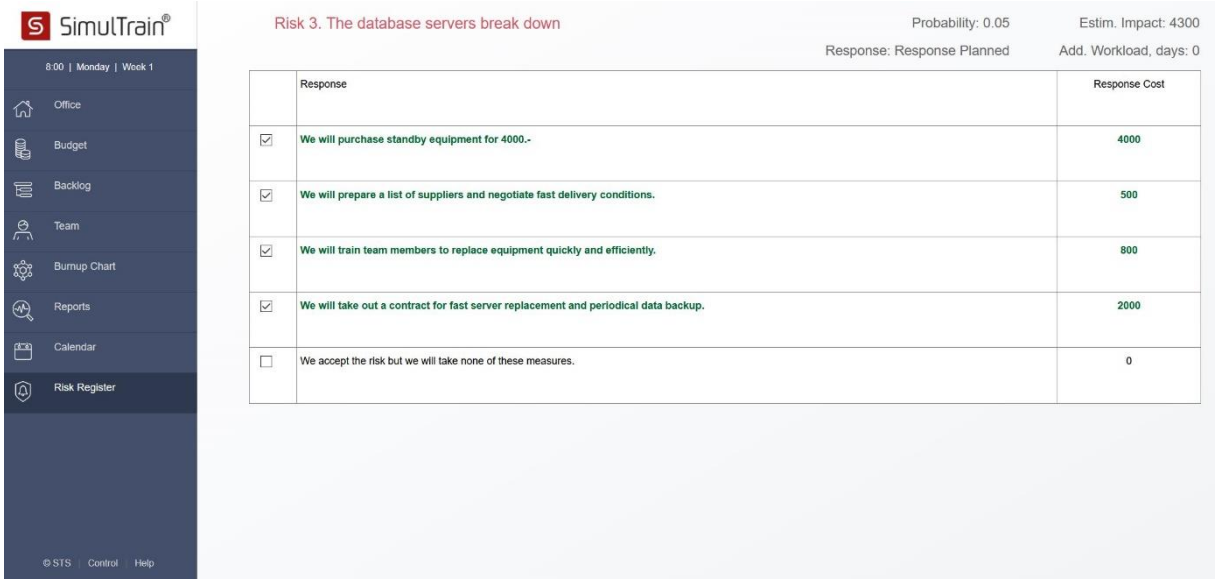
D. Risk Management

If the option Risk Management is chosen, the you need to plan preventive actions in the Risk Register, which was prepared by your team members. Click on **Risk Register**:



Identify		Analyze				Plan Response	Monitor and Control	
ID	Description	Category	Probability	Estim. Impact	Add. Workload, days	Status	Response Cost	Final Cost
1	Some clients refuse an update	Scope	0.25	10000	4	⚠ Not Treated	-	-
2	Initial requirements mistakes	Scope	0.2	22000	2	⚠ Not Treated	-	-
3	The database servers break down	Operational	0.05	8000	0	⚠ Not Treated	-	-
4	Supplier increases the price	Financial	0.05	6000	0	⚠ Not Treated	-	-
5	Supplier delays the delivery of major components	External	0.1	0	5	⚠ Not Treated	-	-
6	The quality does not correspond to the client expectations	Quality	0.15	12000	3	⚠ Not Treated	-	-
7	People are withdrawn from the project	Resource	0.25	6000	7	⚠ Not Treated	-	-
						Total		0

Choose a Risk item, for example, **Risk 3. The database servers break down**. You can opt for one, two or more preventive options, that affects the risk probability and its consequences on budget and execution time of the project. You can also to accept the risk and don't take any actions.

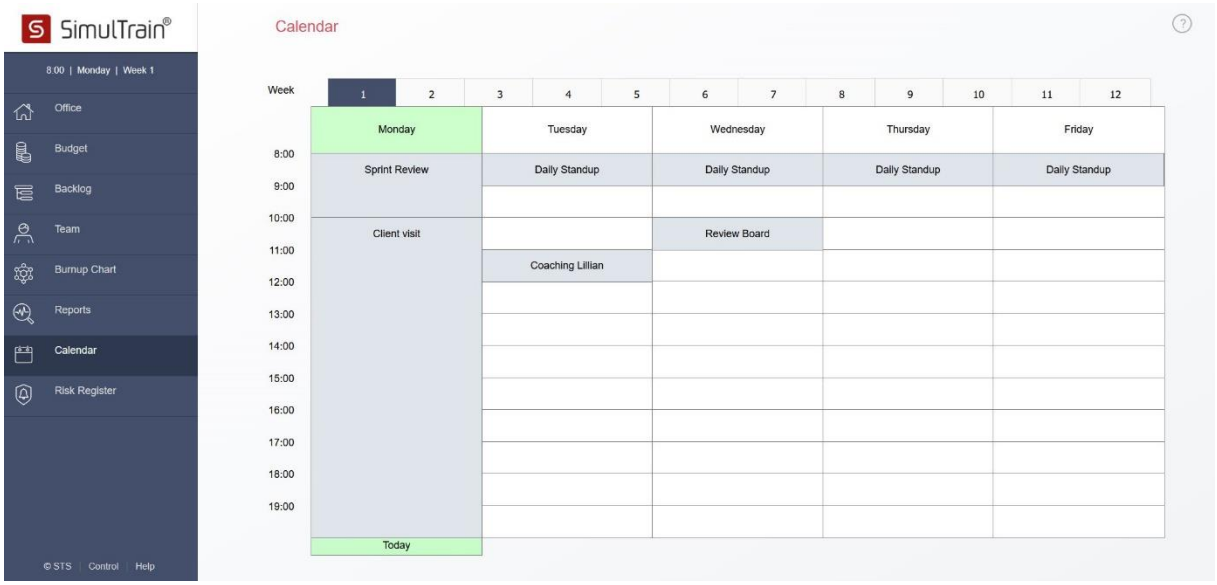


	Response	Response Cost
☑	We will purchase standby equipment for 4000.-	4000
☑	We will prepare a list of suppliers and negotiate fast delivery conditions.	500
☑	We will train team members to replace equipment quickly and efficiently.	800
☑	We will take out a contract for fast server replacement and periodical data backup.	2000
☐	We accept the risk but we will take none of these measures.	0

We advise to respond to all the risks and visiting the Risk Register during the project execution at least once per week and respond to new risk items in the Risk Register.

E. Calendar

Please click on **Calendar**, it should look like this:



You can click on **white cells** and assign different meetings: team meetings, project reviews, meetings with the scrum master or management, and social gathering.

F. End of planning

The planning is completed when

- seven team members are chosen, and they have work for the first sprint (the first 4 weeks);
- the Quality Reviews are planned at the page of feature.
- all the risk items in the Risk register have preventive actions;
- certain number of events are planned in the Calendar for the first sprint.

When you've completed the planning of the first sprint, you or your trainer can launch the **executing / clock**.

5. SIMULATION

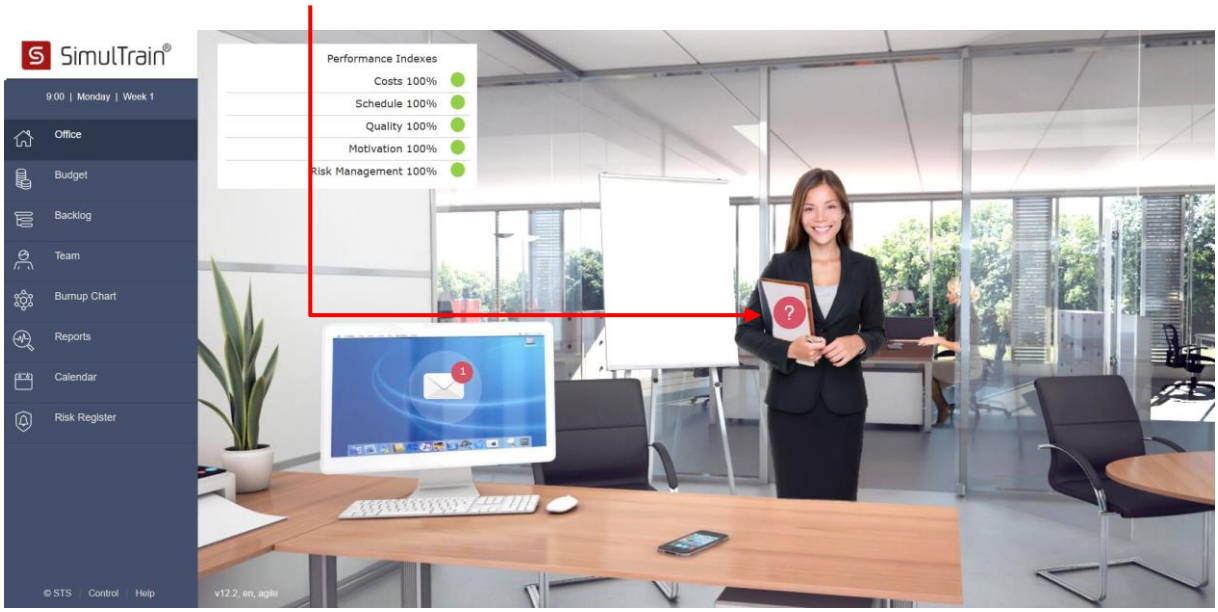
As the planning has been completed, we are now ready to **run the simulation**: click on the bottom **Control** in the left pane.

Please ask **your trainer/professor** how to go through the intermediate screen to the Simulation Control and **start the clock**.

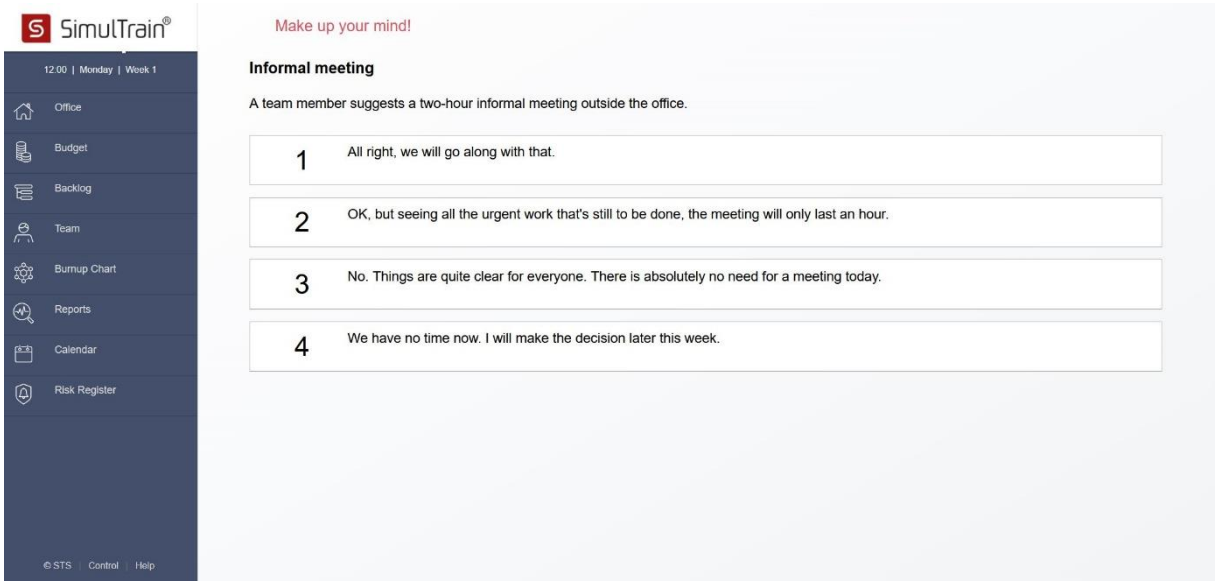
When you click button **Start Clock,** you find yourself in the project team room again, however this time the simulation is running!

A. Your colleague enters the room

After a certain time, your colleague enters the room, holding some documents for you. Read the documents by clicking on the colleague's folder.



When you click on the documents, you get the following screen:

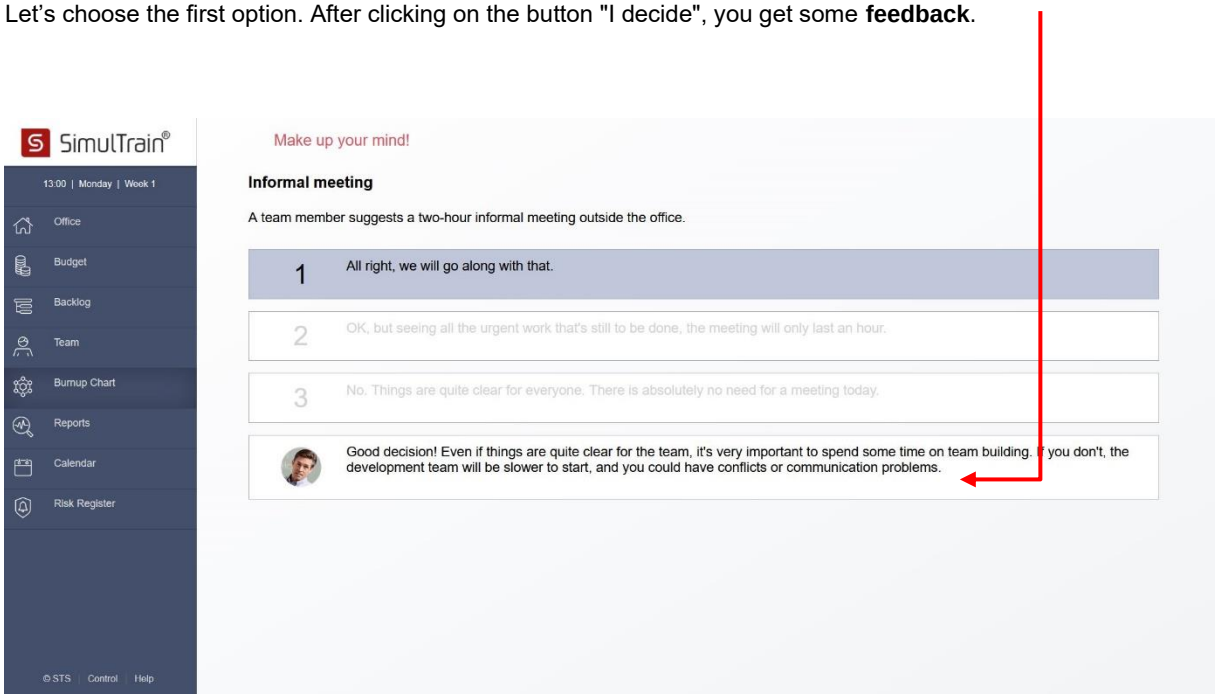


You must decide and you have 4 possible options. It's up to you to select the most adequate.

Be careful: if you choose the last one (you decide not to make a decision for the time being), your assistant will wait till Friday evening. Then, she will call the big boss (Jeff), and he will take the decision. But unfortunately, Jeff has a weak point: when deciding, he usually chooses the worst option…

B. Making a decision

Let's choose the first option. After clicking on the button "I decide", you get some **feedback**.



You'll get feedback for every decision taken. There are more than 60 decisions to make during the simulation.

C. Messages

You've got some **e-mail.** Just click on the screen of the computer in order to read them.

D. Project Performance

The performance of the project is evaluated by 4 Performance Indices in the top left corner of the team room. You can evaluate the progress of the project via the project **Burnup** chart:

E. Plan improvement

During execution you may change people priorities, send them to training courses, assign overtime, cancel development of a feature or exceptionally replace by another one (not recommended). And make decisions.

The clock stops automatically at the end of week 4. It is a good time to analyze your decisions and mistakes, to improve plan. You can fill the **Status report** (menu **Reports**) and to forecast your project performance.

Follow your trainer's/professor's instructions to start the second part (period) of the simulation in the Simulation Control.

These are the essential facts to be able to use the simulator with Agile scenario.

You will discover other aspects during the simulation.…