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SCRUM@SCALE
READINESS
CHECKLIST

Concise questions to determine if your organization is ready - or ready to become ready.

BETTER RESULTS STARTING *NOW*

Every organization is as unique as the products, services, and culture which define it.

This is why many enterprises don't see the benefits promised by heavyweight scaling frameworks. The overly prescriptive nature and rigid structure often limit their ability to achieve business agility.

Scrum@Scale is a lightweight scaling framework that is so flexible that it effectively works with both Scrum and non-Scrum teams.

Scrum@Scale is so adaptable that, as a recent IEEE peer-reviewed white paper shows, layering it on top of an existing Scaled Agile implementation dramatically reduced cycle time and boosted delivery.

Better results and business agility start with Scrum@Scale.

HOW TO USE THIS CHECKLIST:

Enthusiasm equals readiness when it comes to adopting any scaling framework. No, in fact, it doesn't. First, you must lay the foundations for success.

Does that mean your organization must wait for the perfect time to start implementing a better way to scale? The honest answer to that question is also no.

The questions in this checklist will help you determine if you're ready to explore a Scrum@Scale implementation. The more you check 'yes', the more ready your organization is.

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SECTION 1:
THE MEGA-ISSUES

Every organization is unique. However, our experience shows these four issues are consistently at the root of major problems regardless of industry or function.

If your organization can't challenge its approach to these issues, Agile might not be for you.

1 ### PRIORITIZATION
If an organization can't prioritize, it will waste time, effort, and money on low-value outcomes.

2 ### DELIVERY
If an organization can't deliver in a timely manner, it will lose customers and marketplace position.

3 ### STRUCTURE
If an organization can't regularly refactor people placement and workflow, it will fail to meet production demands.

4 ### CULTURE
If an organization can't change its culture being at odds with agility, it will lose the battle for attracting and retaining talent.

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MEGA-ISSUES CHECKLIST

✔ **YES**

✘ **NO**

▶ Prioritization

If an organization can't prioritize, it will waste time, effort, and money on low-value outcomes.

▶ Do you have an objective method of prioritization that can be scaled across your organization? ☐

▶ If not, are you willing to create one? ☐

▶ Delivery

If an organization can't deliver in a timely manner, it will lose customers and marketplace position.

▶ Do you have metrics on how often your organization is delivering on time? ☐

▶ If not, are you willing to (1) establish them and (2) take baseline measurements? ☐

▶ Do you have metrics on the level of quality of the solutions your organization is delivering? ☐

▶ If not, are you willing to (1) establish them and (2) take baseline measurements? ☐

▶ Structure

If an organization can't regularly refactor people placement and workflow, it will fail to meet production demands.

▶ Are people/teams organized around value streams? ☐

▶ If not, are you willing to reorganize your structure? ☐

▶ Are people/teams siloed by skillset or reporting structure? ☐

▶ If so, are you willing to reorganize your structure? ☐

▶ Culture

If an organization can't change its culture being at odds with agility, it will lose the battle for attracting and retaining talent.

▶ Is your culture complimentary with the Agile & Scrum Values? ☐

▶ If not, are you willing to alter it? ☐

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SECTION 2:
FOCUS ON PRODUCT

Business agility requires an equal focus on what products or services your organization delivers *and* the processes you use to create and innovate. In short, what you make and how you make it.
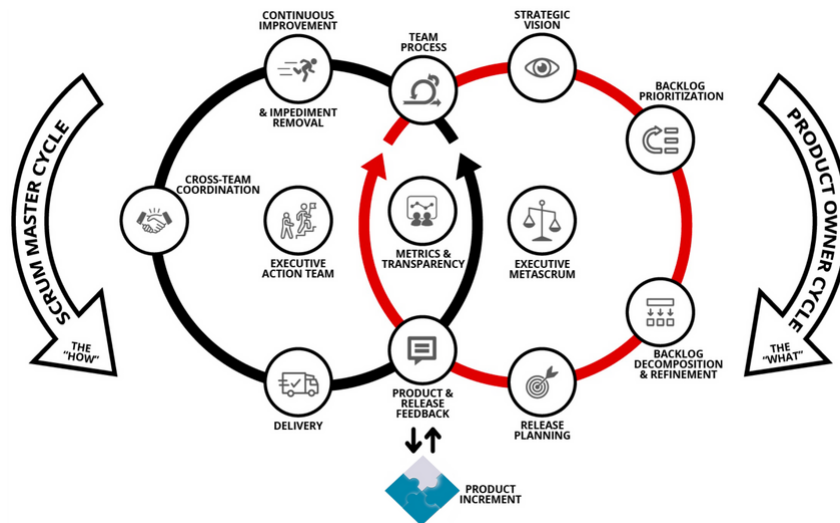
That is why the lightweight Scrum@Scale framework includes two, equally important cycles. This section of the checklist examines the **Product Owner Cycle**, which focuses on strategic vision and what you create.

> " We had used other scaled frameworks in the past— which are perfectly strong Agile processes. But with PSI planning and two-month release cycles, I think you can get comfortable transforming into a mini-waterfall, so we aligned on Scrum being the best fit for our culture and what we wanted to accomplish.
>
> *– Josh Edgin, John Deere Global IT Transformation Lead*

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PRODUCT OWNER CYCLE CHECKLIST

✔ YES

✖ NO

Strategic Vision

Do you have a group of leaders willing to ruthlessly rank order an Enterprise Backlog? ☐

  If not, are you willing to create this group? ☐

Do you have an overarching strategic vision for your organization and products? (portfolio?) ☐

  If not, are you willing to create a unified one? ☐

Backlog Prioritization

Do you have a group of Product Owners meeting on a regular basis to ruthlessly rank order a Shared Backlog? ☐

 If not, are you willing to create this group? ☐

Backlog Decomposition

Do you have a method by which large backlog items are broken down? ☐

  If not, are you willing to create one? ☐

Do you have a method by which backlog is distributed to different teams within an associated group? ☐

  If not, are you willing to create such a method? ☐

Release Planning

Do you have a method by which releases are realistically planned? ☐

  If not, are you willing to create one or modify an existing one? ☐

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SECTION 3:
FOCUS ON PROCESSES

This section of the checklist examines the **Scrum Master Cycle**, which focuses on process improvements, coordination, and removing roadblocks to productivity.
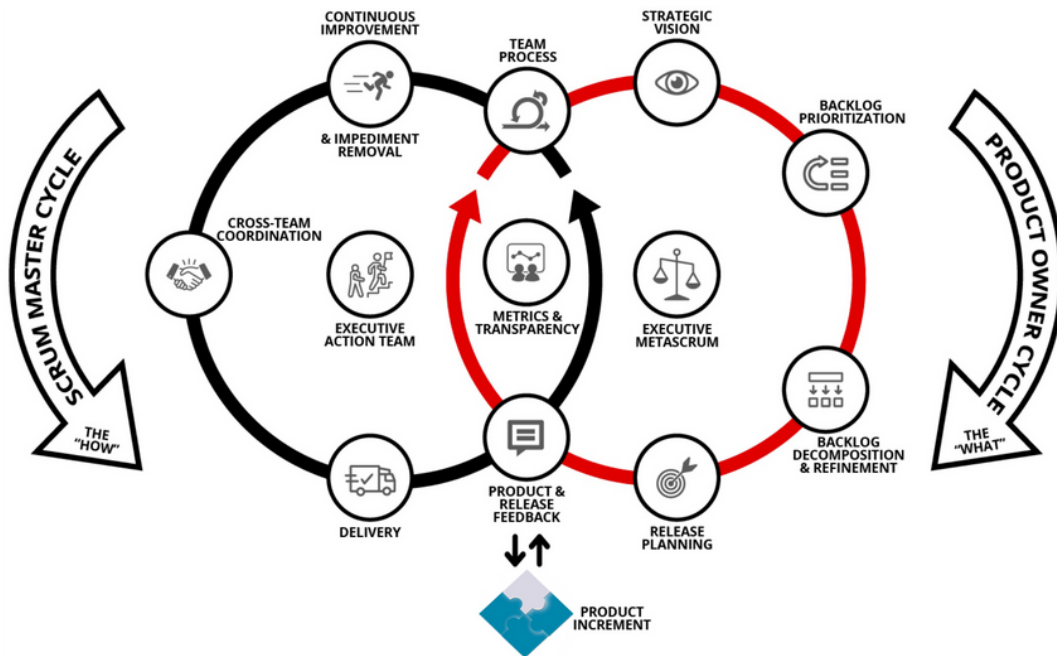
> ## Every quality measure has improved. We're delivering things at speeds previously not thought possible. And we're doing it with fewer people.
>
> *– Josh Edgin, John Deere Global IT Transformation Lead, on Deere's partnership with Scrum Inc.*

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SCRUM MASTER CYCLE CHECKLIST

► Agile Leadership

► Do you have a group of leaders willing to ruthlessly eliminate obstacles? ☐

⟩ If not, are you willing to create these groups? ☐

► Do you have a group of leaders willing to drive the adoption of Scrum across the organization? ☐

⟩ If not, are you willing to create these groups? ☐

► Continuous Improvement & Impediment Removal

► Do you have defined methods for identifying opportunities for continuous improvement? ☐

⟩ If not, are you willing to create these or modify existing ones? ☐

► Do you have defined methods for implementing continuous improvement? ☐

⟩ If not, are you willing to create these or modify existing ones? ☐

► Do you have a known obstacle resolution pathway? ☐

⟩ If not, are you willing to create or modify an existing one? ☐

SCRUM MASTER CYCLE CHECKLIST

Cross-Team Coordination

Do you have a method by which dependencies are managed? ☐

If not, are you willing to create one or modify an existing one? ☐

Do you have a method by which people with scarce skill sets are shared across teams? ☐

If not, are you willing to create one or modify an existing one? ☐

Delivery

Do you have a method by which you coordinate releases from multiple teams? ☐

If not, are you willing to create one or modify an existing one? ☐

SECTION 4:
FEEDBACK & METRICS

Quick feedback loops and metrics are cornerstones of the Scrum@Scale framework. Effective and efficient feedback guides an organization's decision to proceed or pivot on the products and/or services they offer customers. Metrics allow for data-driven decisions about what is working, what is not, and where the opportunities to improve lie.

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FEEDBACK & METRICS CHECKLIST

▶ Product and Release Feedback

▶ Do you have a method for collecting Product Feedback? ⬜

▶ If not, are you willing to create one or modify an existing one? ⬜

▶ Do you have a method for collecting Release Feedback? ⬜

▶ If not, are you willing to create one or modify an existing one? ⬜

▶ Metrics and Transparency

▶ Do you have transparent goals for your organization? ⬜

▶ If not, are you willing to create these or modify existing ones? ⬜

▶ Do you have directly correlated metrics for each goal? ⬜

▶ If not, are you willing to create one or modify an existing one? ⬜

▶ Do you have a method for measuring the success of your initiatives? ⬜

▶ If not, are you willing to create these or modify existing ones? ⬜

▶ Team Process

▶ Do you have a group of people dedicated to a specific product/project/service/solution? ⬜

▶ If not, are you willing to do so? ⬜

▶ Do you have a group of teams with a need to deliver together? ⬜

▶ If not, do you really need to scale? ⬜

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Your partner for every stage of business agility

Today's successful organizations are built on innovation, resilience, and efficiency. These companies rapidly adapt to changing markets and seize the opportunities others miss.

The best leaders understand this. And so do we.

Scrum Inc. offers a comprehensive suite of Agile services to support you on every step of your Agile journey. From consulting services to foundational and advanced training, agile assessments, leadership workshops, team launches, and adaptive scaling. All our services are delivered with a specific goal in mind - achieving your business agility.

We partner with you to develop a customized roadmap to fit your unique context. Our holistic approach accelerates implementation and boosts the return on your investment.

> It may take a little blind faith to start your Agile journey (but) the pieces will make sense.
> The teams will deliver more, you'll accomplish more, and everybody will love what they're doing.
>
> *– Karen Powers, Digital Product Manager for Supply Chain Management and Worldwide Logistics, John Deere - a Scrum Inc. partner.*

Unlock your business agility with a trusted partner. With exceptional training and industry-leading experts Scrum Inc. has helped businesses around the globe achieve their Agile vision.

Our Customized Solutions Include:

Consulting Services
Organizational design, Agile leadership, value stream management, holistic transformations, and more. Your outcomes are our metrics for success.

Scaling Solutions
A lightweight, customizable scaling framework. Industry-leading experts. We have everything you need to achieve business agility.

Agile Training
From foundational and role-specific training to advanced courses, our classes empower teams and deliver results.

Self-Sustaining Agility
Remove the need to outsource key competencies. Boost your internal Agile capabilities through our proven Agile Education Program pathway.

OUTCOME DRIVEN CUSTOMIZED SOLUTIONS

Curious about how **Scrum@Scale** would work at your organization?

Scrum Inc. is your partner for every stage in business agility. Our Client Partnership Team is always happy to answer your questions. Schedule a consultation today - it's amazing how much can be accomplished in a short, 30-minute conversation.

Jade Morel
Product Owner:
Client Partnership

Meet with Jade

Mark Rosania
Team Member:
Client Partnership

Meet with Mark

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