

Suggested Steps

Techniques

Step 1

Invite the Product Owner to answer the following question: **What do we want to achieve in terms of the Product/Service in the next Quarter/3 months?**

Once the Product Owner has accepted its willing to try out the tool, use an empty flip chart to draw the main elements of the Team Roadmap template, and then invite him/her to answer the question: What do we want to achieve in terms of the Product/Service within the next Quarter (Three months)? Then write down a goal per post-it and then stick it into the flip chart, below the zone called "Goals".

Tip: Keep in mind that this template is a tool to start talking about product goals, with an abstraction level that would allow the business to be able to maneuver. So avoid forcing it. Instead, invite the product team to explore it as an option to keep the team in sync with what the business wants, and present it as visual aide to facilitate stakeholder management.

Step 2

Transform each answer into a Goal and write it down in a post it.

Once the Goals has been set, I love to invite the Product Owner to help us identify the projects that we (the team) would be focusing on during the upcoming three months. Remember, the goal is to have high level conversations, so help yourself by keeping it simple. Remember to add a post-it per project to the flip team roadmap flip chart.

Step 3

Identify with the Product/Service owner the projects that the team will be focusing on during the Quarter and create a post it for each one of it.

Now is time to discuss about **Ideal dates**. The reason behind of it, is that would give an idea of priorities, which would help to puzzle how things are going to be developed and delivered then. Is really up to you to decide your way to go at this stage of the process. I like to go over and over again, until all goals have an ideal date set.

Once your goals are set and ideal dates has been identified, then there should be a better idea about what's the first thing to tackle in the upcoming sprint. I like to invite the Product Owner to answer the question: What's the main thing that you want the team achieve in the upcoming sprint, based on the Goals and projects that were already set and discussed? By answering this question, you would be able to assist with a forecasted Sprint Goal for the upcoming iteration, that would facilitate upcoming Product Backlog Refinement sessions, ease the sprint planning by having the team focusing on what was already discussed, and align the team to focus on what the business wants.

Step 4

Based on the defined Goals, invite the Product/Service owner to forecast the upcoming Sprint Goal.

Tip: I like to encourage Product Owners to share its assumptions about the Team Roadmap with the stakeholders. If you have two weeks sprints then at least once per sprint, it's recommended that a meeting occurs to collaborate about the subject.

Step 5

Make it visible for the team

Step 6

Look for shared understanding **PO + Development Team**

Now is time to stick the team roadmap in the team war area, and when ever the Product Owner feels comfortable to share it with the team, explain the reasons behind its decisions and be ready to listen the teams opinion about it. Perhaps, there is crucial information that needs to be considerate that would impact what has been identified in the team roadmap.

Step 7

Define the rhythm to keep it updated

Once everyone Product Owner, Development Team and Scrum Master is on the same page. Ask the Product Owner to help you keep him/her accountable by discussing the content of the team roadmap frequently. I like to do it once per week at least.

Quarter # ___

Product/Service Roadmap

Team Name

Goals

