

## Overview

Whether you are managing a project team of 100 or 1 it is your responsibility to assure the project is delivered on time, within budget and it delivers the functionality the client expects. You need to manage scope, schedules, and staff, all while keeping the client of the project happy.

During this workshop you will improve planning, facilitation, and reporting skills. You will work on customer interaction to help manage the scope of your projects. Most importantly, you will learn how to enable your teams to produce predictable results, frequently to the client.

## Workshop Format

All Process Exchange workshops use the amplified learning technique pioneered by Peter Coad. Using a combination of lecture snippets and hands-on exercises participants quickly begin to learn the subject matter at hand.

Participants in this workshop will complete several exercises on their own, and will work on their collaboration skills by working through a number of project scenarios with other participants.

## Workshop Objectives

After attending this workshop, participants will have worked with the project management artifacts:

- Iteration Plan
- Feature List

Moreover, improve the management skills:

- Managing a Project Iteration
- Interacting with Customers
- Selecting Project Teams
- Facilitating Meetings
- Reporting Project Results

## Workshop Topics

1. The Life of a Project
2. The FDD Project Roles
3. The Chief Architect Relationship
4. The Feature Lead Relationship
5. Iteration Planning  
**Exercise:** Discuss the Plan Elements
6. A Typical Iteration  
**Exercise:** Identifying the Participants
7. Show Results, Often  
**Exercise:** Customer Reporting
8. Facilitate a Meeting  
**Exercise:** Set and Follow an Agenda
9. The Key Iteration Meetings
  - Iteration Kick-Off / Domain Walkthrough
  - Design Inspection
  - Code Inspection
  - Iteration Sign-Off**Exercise:** Conduct a Mock Meeting
10. Scaling for Small Teams
11. Scaling for Large Teams  
**Exercise:** Construct an Iteration Plan
12. Working with Customers  
**Exercise:** Reprioritize a Feature List

## Target Audience

Project Managers and Chief Architects

## Prerequisites

- FDD01 FDD Overview  
FDD02 FDD Best Practices

## Optionally

- FDD03 UML, Color Modeling and the /UML10 Domain Neutral Component  
FDD04 FDD for Feature Leads (Chief Programmers)  
FDD05 FDD for Chief Architects

## Number of Participants

10 to 15 students

## Duration

2 days