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Initial Weekly Meeting

Exercise

Leading a Development Team  
Software Engineering Institute

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Initial Weekly Meeting

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| **Objective** | Given a scenario of the initial weekly team meeting with accompanying TSP plan data, interpret the situation and respond to specific questions about how you would respond, as team leader, to the circumstances presented by the scenario. |

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| **Instructions** | * Read the scenario and review the team data presented on page 2. * Write your responses to the questions presented on pages 3. * Be prepared to share your responses during the post-exercise discussion. |

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| **Duration** | You will have 15 minutes to complete the exercise. |

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| **Scenario** | This is the first weekly meeting of a newly launched TSP team. You are the leader of this six-person team.  The developers have varying levels of experience in the organization. They have all completed the requisite PSP training.  The team assembles for the first weekly meeting.  The coach informs you that while the team is working hard, most of the team members are not collecting data against their plan. The attached WEEK form reflects this.  While reviewing the status of each team member, it becomes obvious that   * Arnold and Hester have done a reasonable job of collecting data. * JD has collected minimal data. * Stephen and Samuel have not collected any data at all. * One of the developers, Ava, left for a five-week vacation immediately after the launch.   When asked why they weren’t collecting data, team members give excuses such as “The tasks don’t match the work they need to do;” “They didn’t have time – too busy;” “They will do better next week.” Other team members just look away. |



Questions

Please record your response to each question in the space provided.

1. Based on the information that is available from the team’s data, would you proceed with the meeting? Why or why not?
2. What would be your reaction be to this situation?
3. What would you tell the team to do next?

*Be prepared to share your responses during the discussion to follow.*