We put science to work.™

SRNL is a DOE National Laboratory
operated by Savannah River Nuclear Solutions.

TechBriefs
Savannah River National Laboratory

U.S. DEPARTMENT OF ENERGY • SAVANNAH RIVER SITE • AIKEN • SC | **srnl.doe.gov**

Benefits

> Excel-based, requiring no special software to operate

> Simple to load and update

> Highly visible format resembling Kanban boards with digital sticky notes

> Automatically generates sprint and release burndown charts using built-in earned-value techniques

> Provides traffic-light status for each task: In Progress (Yellow), Done (Green) and Roadblocked (Red)

> Calculates team velocity and forecasts required velocity to meet completion date

Contact Information

Savannah River National Laboratory
Phone: 803.725.8482
E-mail: partnerships@srnl.doe.gov

SRNL-L1100-2018-00001

Agile Task Tracking Tool (A3T©)

The A3T© is an Excel-based tool for Agile project management teams to track tasks and improve project performance in a simple, user friendly format.

Description

The tool is designed to resemble a Kanban board including digital "sticky notes," Scrum artifacts, numerous indicators, and burndown/schedule performance charts. It provides a highly visible format using a simple process to track tasks that only requires the team to input task dates from auto-generated dropdowns. The charts and indicators are auto-generated and updated based on the current date and task dates. The tool has the capability to track five sprints, each with as many as 20 tasks, and provides an auto-generated summary status of the planned release product. It also automatically calculates team velocity, enabling the team to have historical data for improving future task estimates.

Applications and Industries

Agile is heavily used in the software development industry. However, this tool is designed to be used in any industry that is applying project management Agile methodologies.
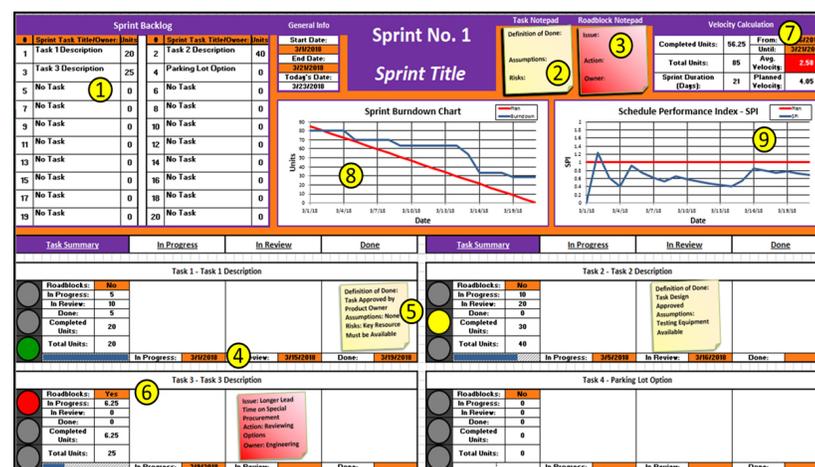
Intellectual Property

This tool has received DOE approval to assert copyright and is available for use.

A3T© Board Layout

1) Sprint Backlog (up to 20 tasks)
2) Digital "Sticky" Note
3) Roadblock Notes
4) Dropdown Dates
5) Task Traffic Lights
6) Roadblock Indicators
7) Team Velocity Performance
8) Burndown Chart
9) Schedule Performance Index (SPI) Chart