

## **Product Backlog Grooming and Planning Coaching Product Owners, and Business Analysts, and the Delivery Team**

### **Wide and Shallow**

#### **Deepen understanding of product owner and team on business analysis to build and maintain a healthy, dynamic product backlog**

The project community learns to collaborate on their product backlog, learning how to plan, analyze, and decide what to build—and when to build it. EBG focuses on practices for successful product owner engagement and business analysis practices that streamline planning while building a shared understanding of product needs. The team learns how to explore and evaluate requirements to optimize value delivery.

EBG offers two options for starting the day:

- a) EBG facilitates a retrospective of the current state of the product owner role and collaborates with the team to identify coaching outcomes. Following this, EBG facilitates a backlog grooming workshop and retrospective for your product

*or*

- b) EBG presents a subset of the content listed below in short learning snippets and then facilitates a backlog grooming workshop on your backlog. Following this, the project community compares good practices presented with their own and identifies improvement actions.

Potential content includes:

#### **Traceability and Business Value**

- Learn how backlog items trace to product vision, goals, objectives
- Identify value criteria and risk

#### **Agile Requirements Analysis**

- Elaborate features or MMFs to user stories “ready” for delivery
- Conduct structured conversations for product needs (seven dimensions to explore and evaluate product requirements)
- Develop user stories vs. “non” user stories in the backlog
- Select and create supplemental analysis models
- Analyze product dependencies
- Specify acceptance criteria and examples (story tests)

#### **Continual Improvement**

- Retrospect on the product (sliced requirements, supplemental analysis models, dependency graphs, etc)
- Retrospect on team process (coaching outcomes, backlog, analysis)
- Identify actions and commitments for improvement and make

**Narrow and Deep**

**Prepare Backlog Items for the Next Delivery Cycle**

The product owner (including business analyst, if any) along with the delivery team learn how to prepare backlog items for their next delivery cycle (e.g., “pruning” or “grooming” or “refining” the backlog). They analyze, prioritize, and elaborate (just-enough) acceptance criteria for product needs. As needed, they estimate the refined backlog items.

Observers from other teams are welcome. EBG recommends that each coaching event culminates in “show-and-tell” (followed by a retrospective). Anyone is invited to the “show-and-tell”.

Overall flow for the “narrow and deep” coaching engagement:

- EBG facilitates “explore-and-evaluate” activities of one to three backlog items. The team participates in structured conversations to explore the seven dimensions of a backlog item.
- The product owner and team review how selected backlog items trace to the product vision, goals and objectives.
- The product owners shares valuation criteria with the team.
- The product owner selects high value options for each backlog item.
- The product owner and team specify acceptance criteria and examples or story tests to validate requirements and enable estimation.
- The team explores requirements dependencies and adjusts backlog priorities.

**Other Planning and Analysis Coaching Services**

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EBG coaches the team—or facilitates for you—collaborative workshops to build your product roadmap and release plan.

[Contact EBG](#) about how help you build healthy product backlogs and collaborative project teams that deliver the right product, at the right time.

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