There will be a test of the UMWiki failover server on Sunday October 11, 2009 more info... |
-- CathyLeeGierke - 28 May 2009

**Iteration Process**

**Process from Customer Perspective:**

- Project team (IT and customers/proxy customer) will meet regularly at a designated period
- Iterations will last a specified period of time, determined at beginning of project. Often every 2 weeks.
- First meeting will include an explanation of the iteration cycle and release cycle (if this is a new customer)
- Meetings are led by the project manager (if the project has one) or the lead developer for the project.
- Documents to Bring to Iteration: (1 per person)
  - Agenda
    - For the first meeting, bring Diagrams, such as process flow, if written for customer's audience ie., not too technical.
    - In TFS run the Current Iteration Query view as Iteration path, Reason<> Cut Columns, in this order: (See UG iteration queries in TFS)
    - Previous Iteration work item list
    - Same Query fields and Columns as above
    - Product Backlog work item list
    - Same Columns as above
    - Any relevant screen shots, especially if customer has design edits.
    - Early in the project, any project description documents drawn up by the customer.

- Releases should occur on a regular basis so that customer sees regular progress, both providing the ability to get value and provide better prioritization of stories.
- See [Release Process](#) for details of release process
- At the end of the project, a survey is sent to the customers for their feedback.
- A project post-mortem is also held with the customer to be sure all items are wrapped up.
- Developers and proxy customer will also hold a technical post mortem. It will review:
  - Burndown graph
  - Velocity graph
  - Cumulative Burndown
  - Original estimates of time for project compared to actual
  - How can estimates be more accurate (identify what caused it to be off)
  - What went well, and what were weaknesses
  - How to improve the weaknesses or avoid obstacles next time
  - Review strengths and weaknesses from customer survey, and same questions

See also

- [Meetings Standards](#)
- [Release Process](#)