WOS CAN CODE · ASP.NET CORE, WEEK 12

Capstone playbook

Designed by Narciso Lobo for Workforce Opportunity Services, 2025. Seven days: six to build, one to demo.

Goal: Use a lightweight Agile workflow to deliver a demo-ready MVP in one week. This playbook collects the *minimum* you need to stay aligned, ship value, and learn quickly.

Tools: Trello (board), GitHub (code & PRs), a shared Doc (notes). Keep everything visible and linked from the Trello board.

01 Weekly Game Plan (At a Glance)

DAY 1 — KICKOFF

- Define problem & user.
- Draft 10–12 stories; cut to MVP (3–6).
- Set up Trello: Backlog, Ready, In Progress, Review/QA, Done.
- Break MVP stories into tasks (checklists).
- Pick PO-lite & SM-lite for tomorrow.

DAYS 2-4 — BUILD

- Daily stand-up (5–10 min).
- Enforce WIP limits; finish right-to-left.
- Mid-week mini-review; adjust backlog.
- Pair on bottlenecks (tests, review).

DAYS 5-6 — POLISH

- Stabilize MVP flow end-to-end.
- Fix critical bugs, add validation.
- Prep demo script & data.
- Team retrospective (15 min).

DAY 7 — DEMO DAY

- Reset seeded data; zoom browser to 110–125%.
- Roles: Narrator, Driver, Timekeeper.
- Demo in 2–5 min: problem, solution, happy path, roadmap.
- If something breaks: acknowledge, pivot, narrate.
- Q&A: repeat the question; point to your PRD.

02 Daily Checklist

BEFORE STAND-UP (2-3 MIN)

- Move cards to correct lists.
- Flag blockers (🚧 label or “Blocked” card).
- Update checklists & due dates.

DURING STAND-UP (5-10 MIN)

- Walk the board right-to-left.
- Each person: Yesterday / Today / Blockers.
- SM-lite captures follow-ups for after.

AFTER STAND-UP

- Swarm on Review/QA items first.
- Only pull new work if WIP allows.
- Keep Trello as the single source of truth.

03 Trello Essentials

CARD ANATOMY

- Title: short outcome (“Edit profile”).
- Description: story + acceptance criteria.
- Checklist: 3–6 tasks.
- Labels: feature/bug/chore; module.
- Members, due date, attachments (PRs).

WIP RULES

- Team WIP in *In Progress* ≤ 2.
- Personal WIP ≤ 1 active card.
- Finish before starting new work.

04 MVP Focus & Scope Cuts

DO THIS

- Ship one demoable flow end-to-end.
- Design for *happy path* first; add errors later.
- Prefer simple UIs over pixel perfection.
- Use seed data or fixtures for the demo.

NOT THIS

- Starting many features; finishing none.
- Overscoping with “nice-to-haves.”
- Hiding work in untracked branches.
- Waiting to integrate until the last day.

05 Demo Script Template

```
1) Problem: 1-2 sentences (who/what pain).
2) User persona: who benefits.
3) Live demo: walk the happy path (60-120s).
   - Narrate the acceptance criteria as you click.
4) What we learned: key feedback & changes.
5) Roadmap: top 2 things we'd do next.
```

Bring stable data and a reset plan (e.g., `/seed` route or script). Avoid live dependency changes during the demo.

06 Retro Template (15 min)

START / STOP / CONTINUE

- Start: actions that would help next time.
- Stop: wasteful practices or blockers.
- Continue: habits that worked well.

ACTION ITEMS

- Pick 1–2 changes to try on the next project.
- Assign owners and a due date.
- Post in Trello as a card in *Backlog*.

07 Troubleshooting Guide

STUCK ON DESIGN?

- Stub UI with wireframe components.
- Use a single neutral layout.
- Proceed with functional tests first.

BLOCKED BY API?

- Mock responses or use fixtures.
- Feature-flag external calls.
- Deliver offline/queued UX now.

MERGE CONFLICTS?

- Adopt short-lived branches.
- PRs under ~200 lines; review quickly.
- Pair on tricky merges.

08 Quality in a Week

MINIMUM QUALITY BAR

- Inline validation on key forms.
- Meaningful empty states.
- Basic a11y: labels, focus order, keyboard.
- Happy-path tests or smoke script.

DEFINITION OF DONE (COURSE)

- MVP flow works end-to-end.
- Meets acceptance criteria.
- PR reviewed & merged; demoable branch.
- README or notes for setup and demo.

Print & Pin

1. Paste this playbook link in your Trello board description.
2. Create a “Team Agreements” card with WIP limits, DoR/DoD, and stand-up time.
3. Draft your demo script as a checklist on the “MVP Demo” card.

Key Takeaways

- Visibility + small WIP + daily rhythm → steady progress.
- Ship a narrow MVP flow; cut scope ruthlessly.
- Use Trello as your team’s shared brain and single source of truth.
- Practice the demo; run a short retro to lock in learning.