Agile Target Operating Model

Supporting Documentation Plan

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Current State

- **Confluence**
  - WPB Digital Transformation
  - PPM Tooling
    - Tooling demos (Rally)
  - IT Agile Transformation

- **SharePoint**
  - Agile Transformation
  - WPB Technology
  - htsPCube (Clarity)

- **In-app User Guides**

- **Training videos (various locations)**

Agile Documentation Solution

SINGLE SHAREPOINT SITE FOR EACH GBGF

- Establish review / approval process

- Maintain version control and file-naming conventions

- Modular (topic-based) content to permit single-source, multiple user-focused outputs

- Read-only (not Wiki but Web Help)

STRUCTURE

- Introduction to tools
- Getting started (configuration)
- Tooling journey
  - GBGF-specific functional steps
  - 'How-to' video snippets
- Training videos (live recordings)
  - GBGF-specific user journeys
  - Agile WoW support
- Glossary of Terms
- Frequently Asked Questions

Agile Documentation Solution

what

- Clarity
- Rally
- Jira

who

Other (GBGF-specific)

VS
BOL - Lead - Tech Lead - Architect

SVS
BOL - Lead - Tech Lead - Architect

Platform
CTO - Architect

Pod
PO - SM - FSE

- Accountability
- Activity
- User Journey
- User Story

how

- Step Instructions
- Field Descriptions
- Data Synchronization
- Report Generation

Agile Documentation Solution

objective

- Intuitive
- Easy & fast
- Search capability
- Accurate, up-to-date
- Scalable (future-proof)

key results

- Single source
- Modular:
  - centralised resource for shared content
  - locally controlled GBGF-specific content for bespoke solution
- Version controlled
- Bespoke
- Persona- & function- focussed

Agile Documentation Solution

Search facility enables user to search library of tooling documents according to

- Role

- Function

- Tool