Sprint Timeline

| **WEEK** | **MILESTONE** | **ACTIVITY** |
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| Week 0 | **Kick Off Call**  **[Date]** | Sprint launches with kickoff call. |
| Week 1 |  | Tech teams connect with user advocates who can offer insights into their communities. |
| Week 2 | **User Research**  **[Date]** | Tech teams share about their target end users, as well as plans for continued user research; Sprint leaders and user advocates provide feedback to each team, suggesting additional ways to reach potential end users. |
| Week 3 |  | Teams continue user research and begin data exploration. |
| Week 4 | **Data Exploration**  **[Date]** | Data dive Q&A between data stewards and tech teams. |
| Week 5 |  | Teams continue exploring data and developing products |
| Week 6 | **Concept Pitch**  **[Date]** | Teams share concepts, wireframes, and works in progress, with wide variation in product maturity. Sprint leaders, user advocates, data stewards, and other tech teams offer feedback to each team. |
| Week 7 |  | Teams continue building products and user testing. |
| Week 8 |  | Teams continue building products and user testing. |
| Week 9 | **Beta Demos**  **[Date]** | Teams come together to showcase and share feedback on more mature versions of their products. Typically, tools have reached at least wireframes and have some functioning features by this stage. |
| Week 10 |  | Teams address feedback from Beta Demos and continue building products and user testing. |
| Week 11 |  | Teams address feedback from Beta Demos and continue building products and user testing. |
| Week 12 | **MVP Demos** | Teams share Minimum Viable Products to sprint leaders and potential end-users. MVP demos culminate the sprint process for tech teams, and allow sprint leaders to assess the results. |
| Post-Sprint  (Ongoing) | **Share the Results of the Sprint** | Tools developed during the sprint are highlighted via a showcase event and/or agency communications. |