



The content described herein is intended to outline our general product direction for informational purposes only. It is not a commitment to deliver any material, code, or functionality, and should not be relied upon in making purchasing decisions.

The development, release, and timing of any features or functionality described herein remain at the sole discretion of Atlassian and is subject to change.



The art of efficient planning with Confluence whiteboards

Breakout session



CHRISTINA RISTEVSKI | PRODUCT MANAGER, ATLISSIAN

AGENDA



1. WHY PLANNING IS VITAL FOR TEAM SUCCESS

AGENDA

AGENDA



1. WHY PLANNING IS VITAL FOR TEAM SUCCESS



2. KEY PRINCIPLES FOR SUCCESSFUL PLANNING

AGENDA



1. WHY PLANNING IS VITAL FOR TEAM SUCCESS



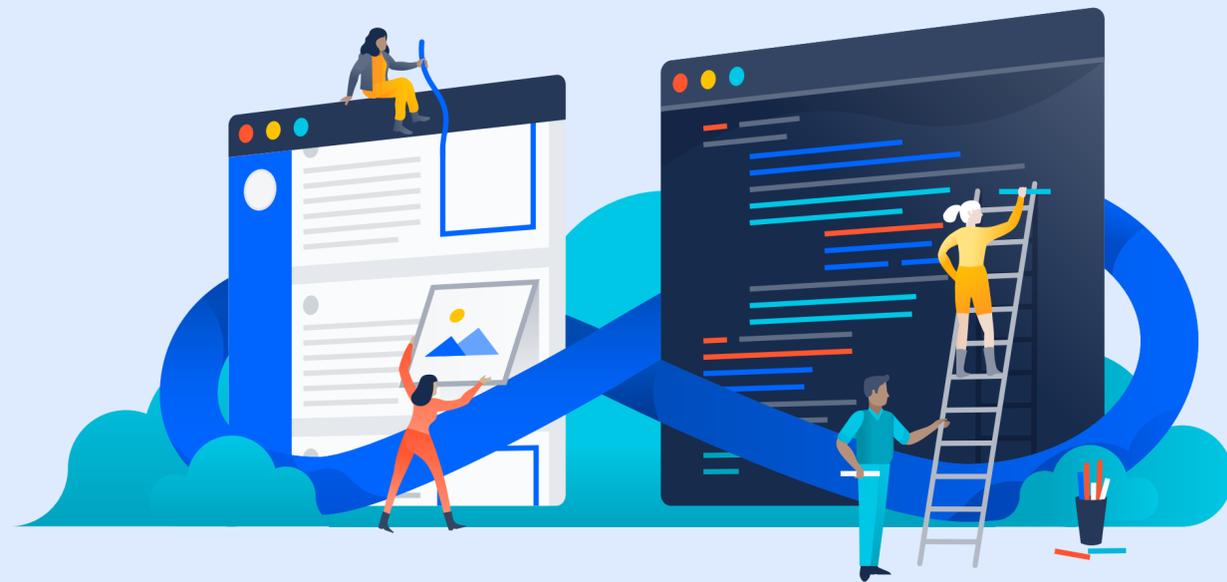
2. KEY PRINCIPLES FOR SUCCESSFUL PLANNING



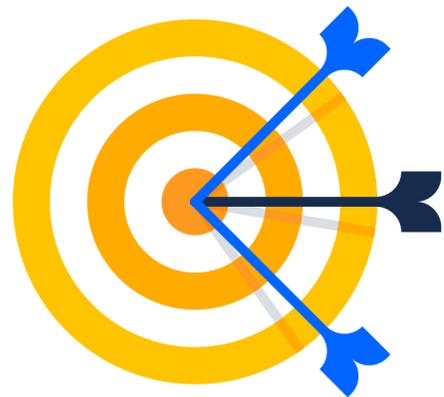
3. WHAT DOES GREAT PLANNING LOOK LIKE IN PRACTICE?

- Roadmapping
- Work stream planning
- Sprint planning

1. WHY PLANNING IS VITAL FOR TEAM SUCCESS



BENEFITS

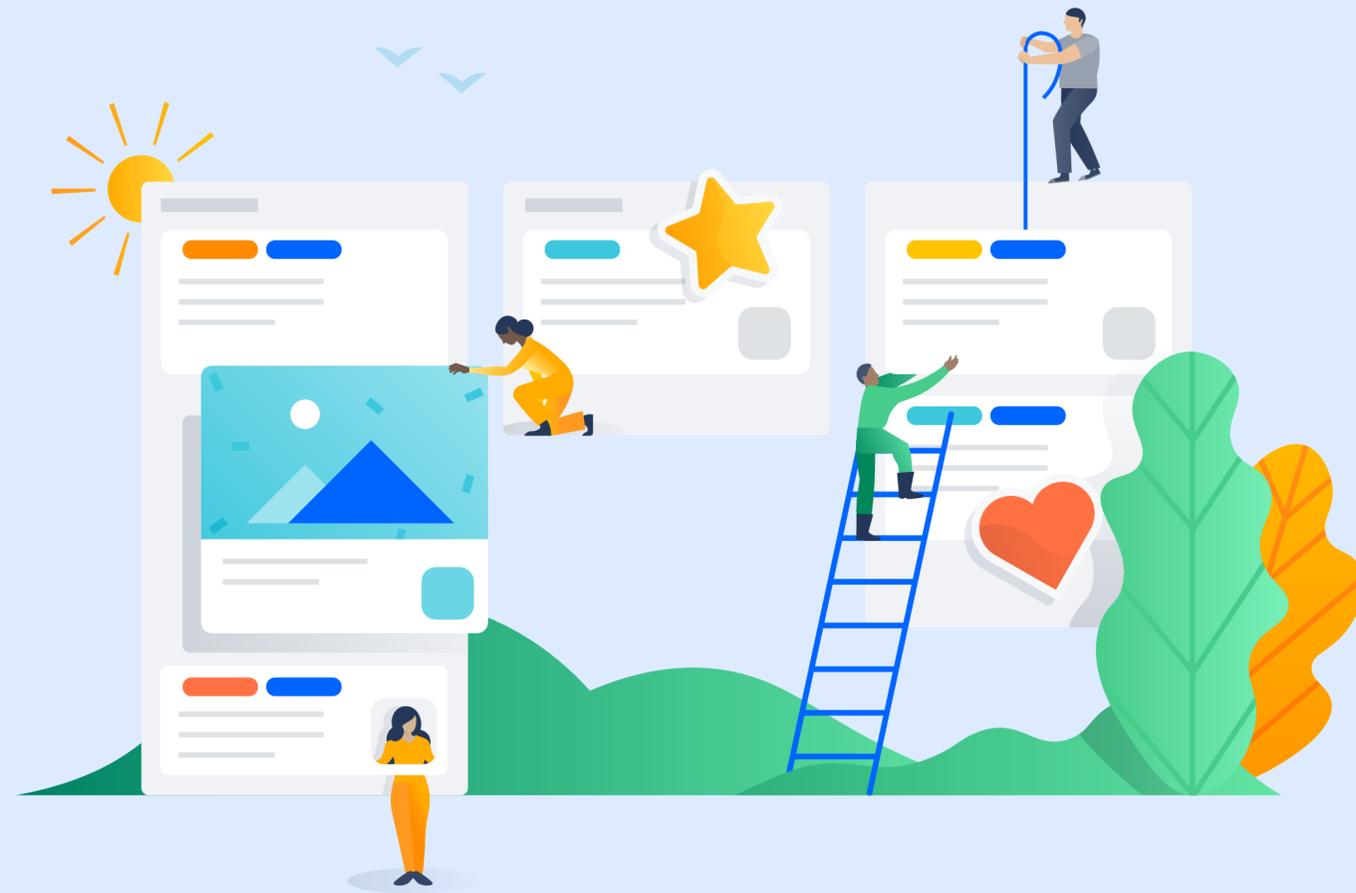


GOAL ORIENTED



ACCOUNTABILITY

2. KEY PRINCIPLES FOR SUCCESSFUL PLANNING



PRINCIPLES



Create a **shared**
understanding



Identify your
top priority
tasks



Assign **roles** &
timelines



Make it
interactive &
fun

PRINCIPLES



Create a **shared**
understanding



Identify your
top priority
tasks



Assign **roles** &
timelines



Make it
interactive &
fun

PRINCIPLES



Create a **shared**
understanding



Identify your
top priority
tasks



Assign **roles** &
timelines



Make it
interactive &
fun

PRINCIPLES



Create a **shared**
understanding



Identify your
top priority
tasks



Assign **roles** &
timelines



Make it
interactive &
fun

PRINCIPLES



Create a **shared**
understanding



Identify your
top priority
tasks

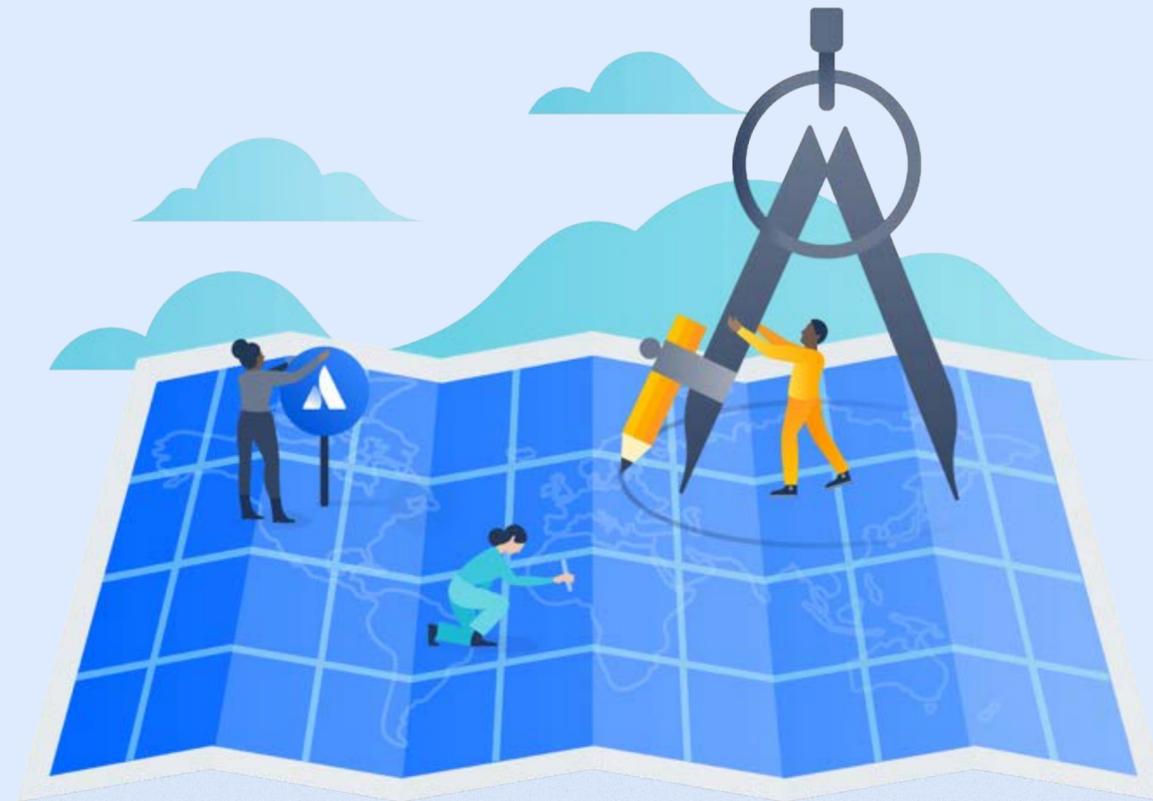


Assign **roles** &
timelines

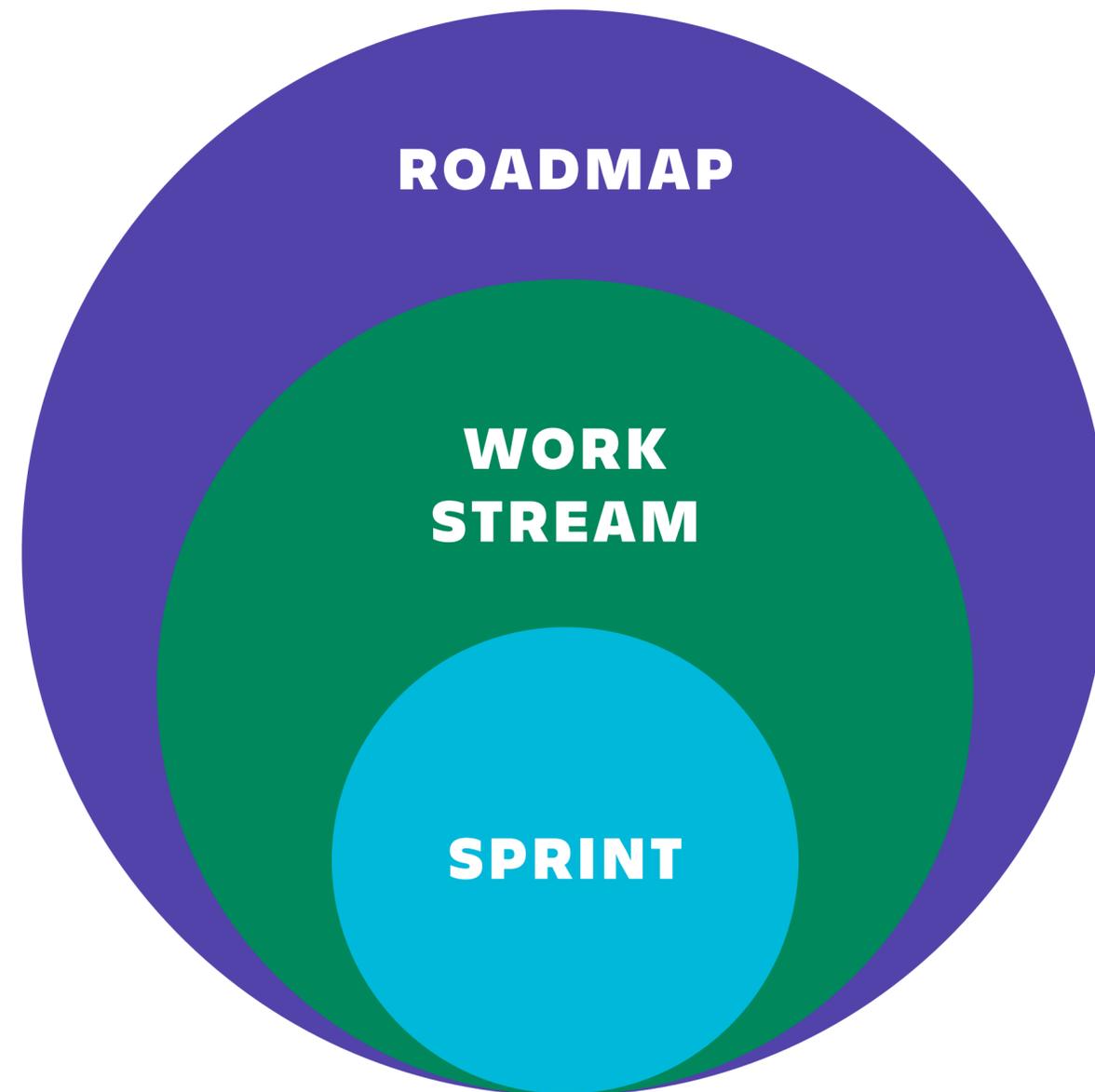


Make it
interactive &
fun

3. GREAT PLANNING **IN PRACTICE**



PLANNING STAGES



PLANNING A ROADMAP



A ROADMAP



A shared source of truth that outlines the direction and progress of a product over time.

Start with a 'Prioritisation Play'

Goal sharing

Ideation

Prioritise on a matrix

The screenshot shows a Confluence page titled "Team Fabric / Fabric team planning" and "Prioritisation Jan 30th 2023". The page features a "Prioritization" play with several content blocks:

- Prioritization** (Recommended block, 10 minutes): A block with a title, a description, and a list of "Related notes" including "A lot of general understanding of the work you or your team want to do", "A shared understanding of your team or section's goals or engagement", and "This template, later".
- Share goals** (9 minutes): A block with a title, a description, and a list of "Related notes" including "Add the top goal for your team and make sure everyone is aligned", "You should already have these before the meeting, so you can save time during it", and "Supporting to help these goals to work, consider a shared understanding of what you want to help you achieve your shared goals".
- Work to be done** (15 minutes): A block with a title, a description, and a list of "Related notes" including "Add ideas for what you want to do next, prioritizing, right or a time reason for what you want to do or how you want to do it", "Consider adding the work before the meeting to speed things up", and "Add information like the description of the work, level of effort, risks and dependencies, and the business or project impact".
- Prioritise** (10 minutes): A block with a title, a description, and a list of "Related notes" including "As a team, go through each piece of work and agree which is being on the graph", "Depending on the state of discussion, the can take as much of as other things as necessary", "A lot to read to know exactly what something is, so you can get more of the team's opinion on the work", "This will separate the work into 'must do', 'nice to have', and 'not do'", "The top left corner is high impact and high urgency, and should be prioritized first", and "The top left corner is high impact and high urgency, and should be prioritized first".

At the bottom right, there is a matrix with "Impact" on the vertical axis (High to Low) and "Urgency" on the horizontal axis (High to Low). A red diagonal line runs from the top-left to the bottom-right. The matrix contains several colored blocks with labels: "MUST DO" (blue), "Text meeting" (yellow), "Board parsing" (purple), "Jira report" (green), "Smart connector lines" (purple), "Zoom controls" (yellow), "Shapes" (purple), "Images" (green), "Convert tickets to Jira issues" (yellow), "Lock objectives" (yellow), "Sections" (green), "Shape borders" (purple), "Stamps" (purple), "Stickers" (green), "Background music" (purple), "Laser pointer" (purple), "Ice breakers" (purple), "Line styling" (purple), and "Media support" (green).

Start with a 'Prioritisation Play'

Goal sharing

Ideation

Prioritise on a
matrix

The screenshot shows a Confluence page for 'Team Fabric / Fabric team planning' with the title 'Prioritisation Jan 30th 2023'. The page includes a 5-minute timer and a section titled 'Share goals' with instructions to add top goals for team alignment. A yellow callout box on the right contains a diagram of three OKR proposals: 'Fabric Team OKR Proposal' (Confluence), 'Increase CSAT of whiteboards' (Atlas), and 'Increase MAU of whiteboards' (Atlas). Arrows indicate a flow from the proposal to the CSAT goal, and from the CSAT goal to the MAU goal. A gear icon is visible at the bottom right.

Team Fabric / Fabric team planning
Prioritisation Jan 30th 2023

5 minutes

Share goals

Add the top goal(s) for your team and make sure everyone is aligned.

You should already have these before the session, if not, view the template above 🙌

Prioritizing with these goals in mind, creates a shared understanding of what will (and won't) help you achieve your ultimate goals.

Fabric Team OKR Proposal

This page details proposed OKRs for each team in Fabric, based on their new areas of responsibility ...

Confluence

Increase CSAT of whiteboards

Updated last month

Atlas

Increase MAU of whiteboards

Updated last month

Atlas

Start with a 'Prioritisation Play'

Goal sharing

Ideation

Prioritise on a
matrix

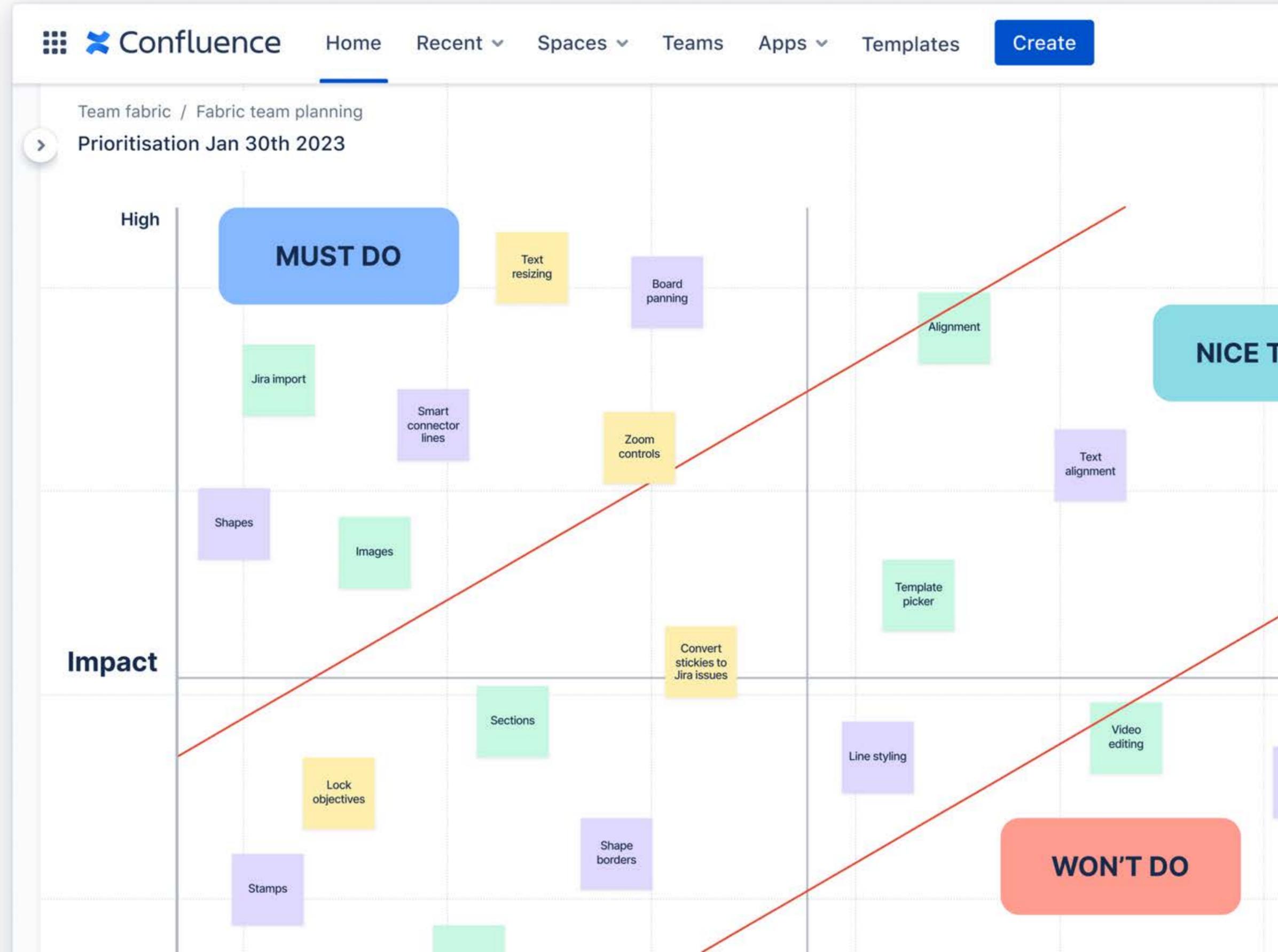
The screenshot shows a Confluence page titled 'Team fabric / Fabric team planning' with a sub-header 'Prioritisation Jan 30th 2023'. The main content is a grid of 15 items, each represented by a colored sticky note with an emoji or icon. The items are arranged in three rows and five columns. The items and their associated icons are: Row 1: 'Lock objectives' (heart eyes emoji), 'Sections' (two star eyes emoji), 'Images' (thumbs up emoji), 'Layer options' (checkmark icon), 'Stickers' (prayer hands emoji). Row 2: 'Text alignment' (star icon), 'Zoom controls' (prayer hands emoji), 'Stamps' (smiling face emoji), 'Line styling' (pointing hand emoji), 'Video editing' (no icon). Row 3: 'Template picker' (eyes emoji), 'Text resizing' (100 icon), 'Board games' (lightbulb icon), 'Convert stickies to Jira issues' (+1 icon), 'Media support' (heart eyes emoji).

Start with a 'Prioritisation Play'

Goal sharing

Ideation

Prioritise on a
matrix



Team Fabric / Fabric team planning
Prioritisation Jan 30th 2023

[User Avatars] +3 Share [Lock Icon] [More Icon]

5 minutes

Share goals

Add the top goal(s) for your team and make sure everyone is aligned.

You should already have these before the session, if not, view the template above 📌

Prioritizing with these goals in mind, creates a shared understanding of what will (and won't) help you achieve your ultimate goals.

Fabric Team OKR Proposal
This page details proposed OKRs for each team in Fabric, based on their new areas of responsibility ...
Confluence

Increase CSAT of whiteboards
Updated last month
Atlas

Increase MAU of whiteboards
Updated last month
Atlas

Design Objectives
Loom

Omar Daboe

Jane Rotanson

[Hand Icon] [Yellow Stickers] [Aa] [Purple Circle] [Line] [Folder] [Gears] [Pin] [Star] [More]

+
100%
-



Share



15 minutes

Work to be done

Add sticky notes for work that needs prioritizing. Align on a time horizon for when you want to do all this work by.

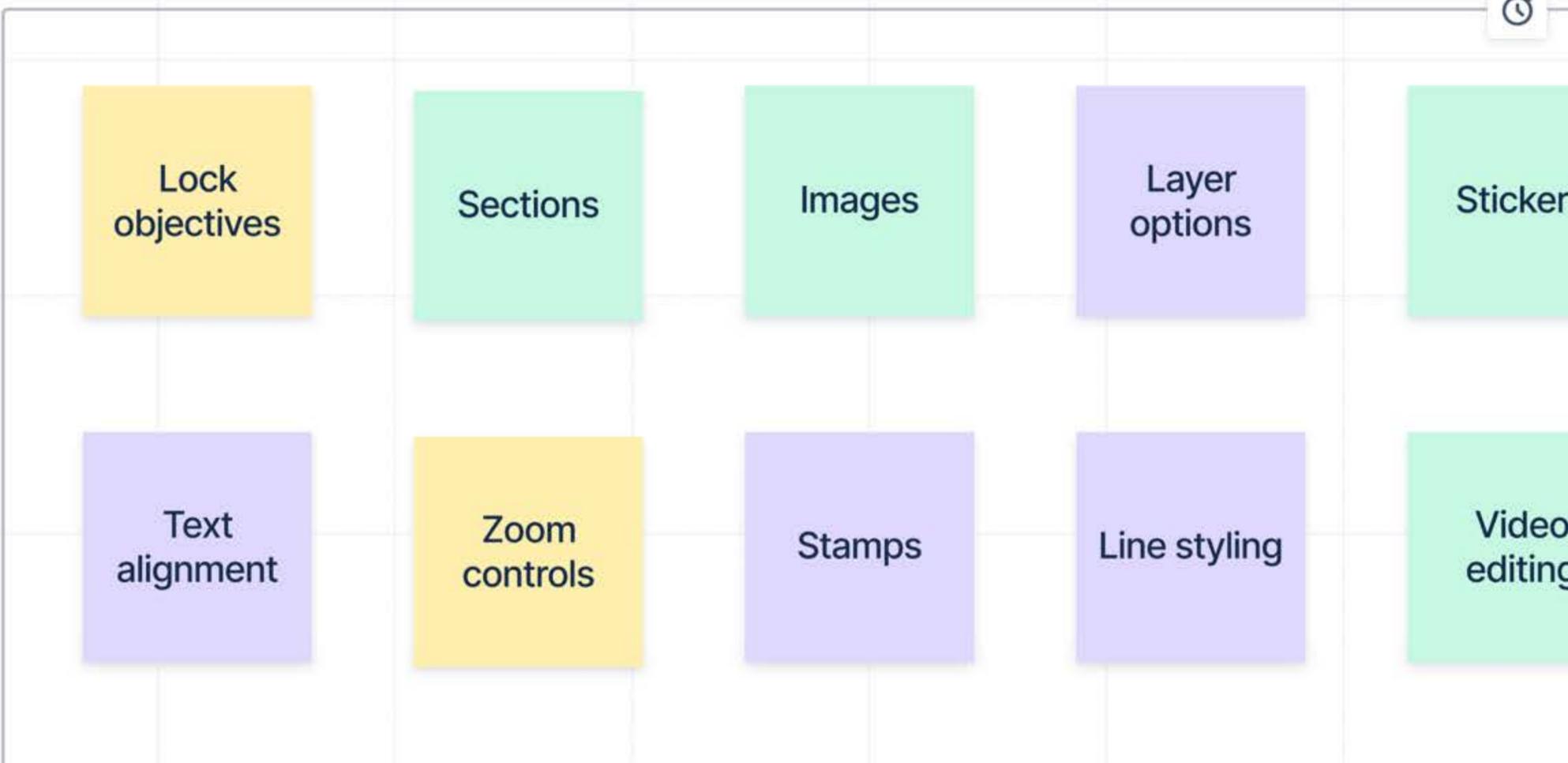
Consider adding the work before the session to speed things up.

Add information like: the description of the work, level of effort, risks and dependencies, and the business or project impacts.

Keep in mind the criteria for: the customer or team impact, the amount of work, the available resources, and stakeholder expectations.

Opportunity

Try adding Atlas projects or Smart Links from your backlog to save time.



Navigation toolbar containing icons for: play, hand, sticky notes, text (Aa), shape (circle), line, folder, zoom, pin, star, and more options.

Zoom control panel with a plus sign, '100%' text, and a minus sign.

Team Fabric / Fabric team planning
Prioritisation Jan 30th 2023

[User Avatars] +3 Share [Lock] [More]

15 minutes

Work to be done

Add sticky notes for work that needs prioritizing. Align on a time horizon for when you want to do all this work by.

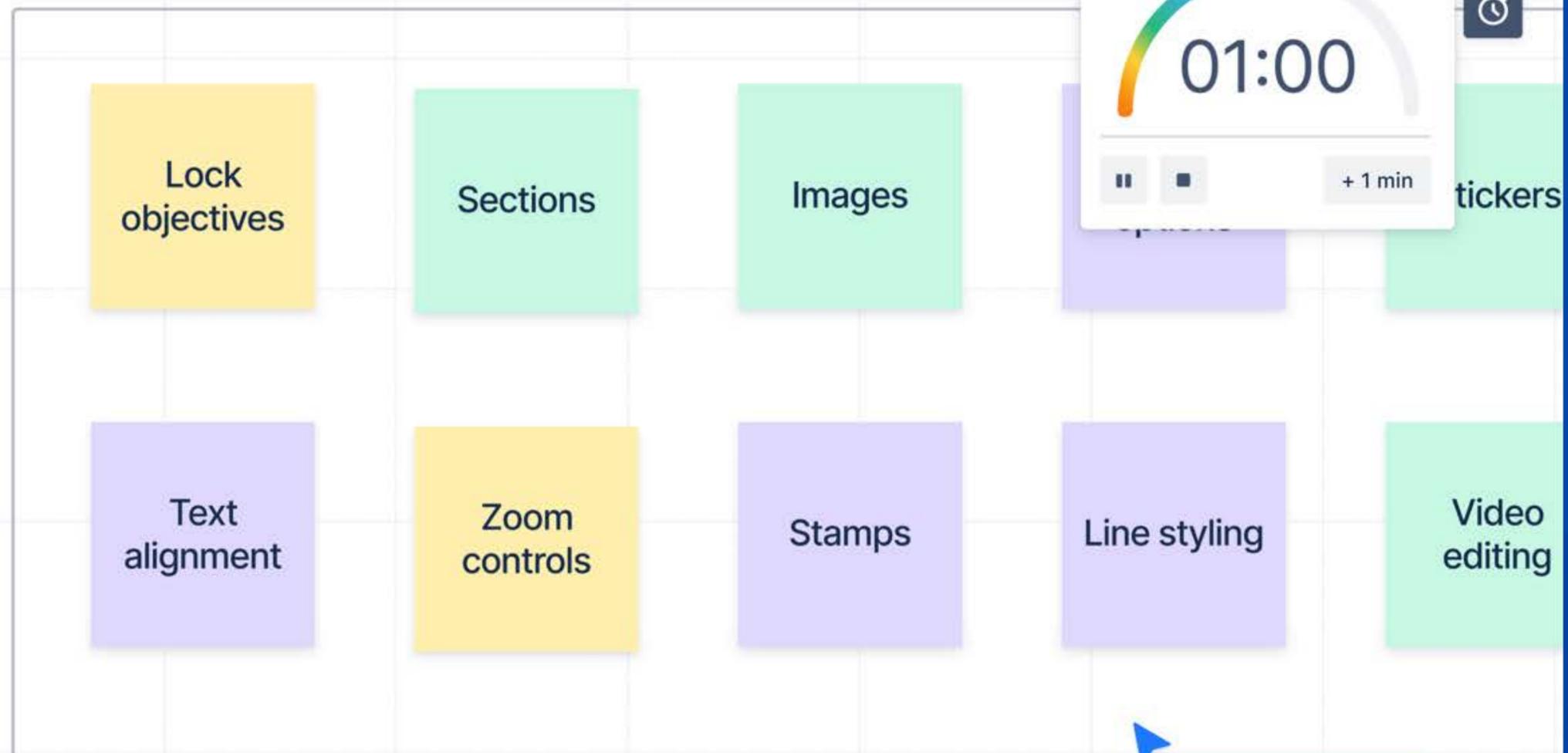
Consider adding the work before the session to speed things up.

Add information like: the description of the work, level of effort, risks and dependencies, and the business or project impacts.

Keep in mind the criteria for: the customer or team impact, the amount of work, the available resources, and stakeholder expectations.

Opportunity

Try adding Atlas projects or Smart Links from your backlog to save time.



A timer overlay is positioned in the top right corner of the board. It features a semi-circular progress bar with a rainbow gradient. The time "01:00" is displayed in the center. Below the time are icons for play/pause, a square stop icon, and a "+ 1 min" button.

Omar Daboe

Jane Rotanson

A toolbar is located at the bottom of the board. It includes icons for: a play button, a hand cursor, a stack of yellow sticky notes, a text editor icon with "Aa", a purple circle, a line tool, a folder icon, a magnifying glass, a pin icon, a star icon, and a three-dot menu.

A zoom control panel is located in the bottom right corner. It features a plus sign at the top, the text "100%" in the middle, and a minus sign at the bottom.



Share

15 minutes

Work to be done

Add sticky notes for work that needs prioritizing. Align on a time horizon for when you want to do all this work by.

Consider adding the work before the session to speed things up.

Add information like: the description of the work, level of effort, risks and dependencies, and the business or project impacts.

Keep in mind the criteria for: the customer or team impact, the amount of work, the available resources, and stakeholder expectations.

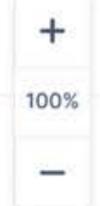
Opportunity

Try adding Atlas projects or Smart Links from your backlog to save time.

Lock objectives	Sections	Images	Layer options	Stickers	Alignment
Text alignment	Zoom controls	Stamps	Line styling	Video editing	Jira import
Template picker	Text resizing	Board games	Convert stickies to Jira issues	Media support	Shapes
Board panning	Smart connector lines	Shape borders	Background music	Lazer pointer	Ice breakers

Jane Rotanson

Omar Daboe





Share

15 minutes

Work to be done

Add sticky notes for work that needs prioritizing. Align on a time horizon for when you want to do all this work by.

Consider adding the work before the session to speed things up.

Add information like: the description of the work, level of effort, risks and dependencies, and the business or project impacts.

Keep in mind the criteria for: the customer or team impact, the amount of work, the available resources, and stakeholder expectations.

Opportunity

Try adding Atlas projects or Smart Links from your backlog to save time.

Lock objectives	Sections	Images	Layer options	Stickers	Alignment
Text alignment	Zoom controls	Stamps	Line styling	Video editing	Jira import
Template picker	Text resizing	Board games	Convert stickies to Jira issues	Media support	Shapes
Board panning	Smart connector lines	Shape borders	Background music	Lazer pointer	Ice breakers

Team Fabric / Fabric team planning

Prioritisation Jan 30th 2023



Share



Sticker palette containing:

- Images, Layer options, Stickers, Alignment
- Stamps, Line styling, Video editing, Jira import
- Board games, Convert stickies to Jira issues, Media support, Shapes
- Shape borders, Background music, Lazer pointer, Ice breakers

40 minutes

Prioritise

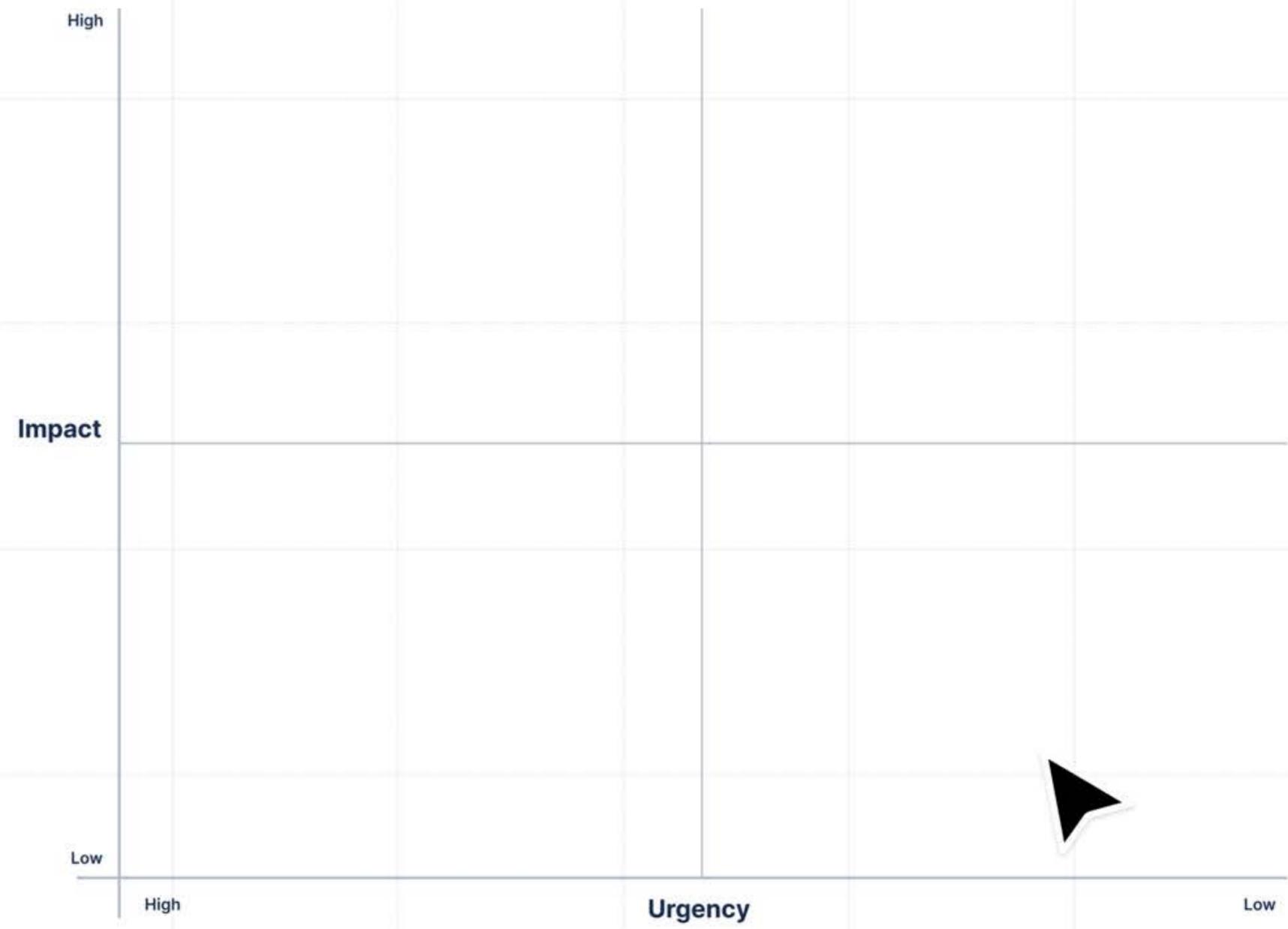
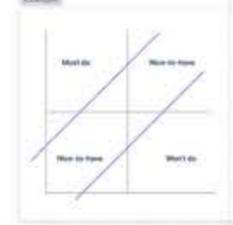
Step 1: Plot work
As a team, go through each piece of work and agree where it belongs on the graph.
Depending on the detail of discussion, this can take as much or as little time as necessary.

It can be hard to know exactly where something fits, but it'll get easier as you start plotting more work.

Step 2: Feasibility
Draw two lines across the graph as in the example.
This will separate the work into must do, nice-to-haves, and won't do.

The top-left section is high impact and high urgency, and should be prioritized first.

The bottom-right is lower priority due to being low impact and low urgency. This means it will have to wait until more important work is done.



Bottom toolbar containing:

- Navigation arrow, Hand icon
- Yellow sticky notes
- Text editor (Aa)
- Purple circle shape
- Line tool
- Folder, Eraser, Pin, Star icons
- More options (three dots)

Zoom controls: +, 100%, -

Team Fabric / Fabric team planning

Prioritisation Jan 30th 2023



Share



Task list for prioritization:

- Lock objectives
- Sections
- Images
- Layer options
- Stickers
- Alignment
- Text alignment
- Zoom controls
- Stamps
- Line styling
- Video editing
- Jira import
- Template picker
- Text resizing
- Board games
- Convert stickies to Jira issues
- Media support
- Shapes
- Board panning
- Smart connector lines
- Shape borders
- Background music
- Lazer pointer
- Ice breakers

40 minutes

Prioritise

Step 1: Plot work
As a team, go through each piece of work and agree where it belongs on the graph.

Depending on the detail of discussion, this can take as much or as little time as necessary.

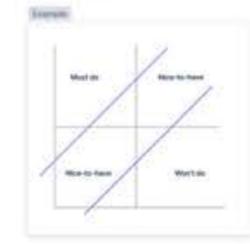
It can be hard to know exactly where something fits, but it'll get easier as you start plotting more work.

Step 2: Feasibility
Draw two lines across the graph as in the example.

This will separate the work into must do, nice-to-haves, and won't do.

The top-left section is high impact and high urgency, and should be prioritized first.

The bottom-right is lower priority due to being low impact and low urgency. This means it will have to wait until more important work is done.



High

Impact

Jane Rotanson

Low

High

Urgency

Low

Omar Daboe

Rich text editor toolbar with icons for: Play, Hand, Background color, Text color (Aa), Shape, Line, Table, Bulleted list, Pin, Star, and More options.

Zoom controls: +, 100%, -

Team Fabric / Fabric team planning

Prioritisation Jan 30th 2023



Share



that needs a horizon for when it is by.

before the session

Description of the and dependencies, of impacts.

or the customer of of work, the stakeholder

or Smart Links from

Sections	Images	Layer options	Stickers	Alignment
Text alignment	Zoom controls	Stamps	Line styling	Video editing
Jira import	Template picker	Text resizing	Board games	Convert stickies to Jira issues
Media support	Shapes	Board panning	Smart connector lines	Shape borders
Background music	Lazer pointer	Ice breakers		

40 minutes

Prioritise

Step 1: Plot work
As a team, go through each piece of work and agree where it belongs on the graph.

Depending on the detail of discussion, this can take as much or as little time as necessary.

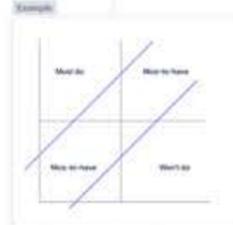
It can be hard to know exactly where something fits, but it's get easier as you start plotting more work.

Step 2: Feasibility
Draw two lines across the graph as in the example.

This will separate the work into must do, nice-to-haves, and won't do.

The top-left section is high impact and high urgency, and should be prioritized first.

The bottom-right is lower priority due to being low impact and low urgency. This means it will have to wait until more important work is done.



High

Impact

Low

High

Urgency

Jane Rotanson

Omar Daboe

Lock objectives

Toolbar with icons for navigation, text editing (Aa), shapes, lines, and other drawing tools.

Zoom controls: +, 100%, -

Team Fabric / Fabric team planning

Prioritisation Jan 30th 2023



Share



that needs a horizon for when it is by.

before the session

Description of the and dependencies, of impacts.

or the customer of work, the stakeholder

or Smart Links from

- Images
- Layer options
- Stickers
- Alignment
- Text alignment
- Zoom controls
- Stamps
- Line styling
- Video editing
- Jira import
- Template picker
- Text resizing
- Board games
- Convert stickies to Jira issues
- Media support
- Shapes
- Board panning
- Smart connector lines
- Shape borders
- Background music
- Lazer pointer
- Ice breakers

Omar Daboe

40 minutes

Prioritise

Step 1: Plot work
As a team, go through each piece of work and agree where it belongs on the graph.

Depending on the detail of discussion, this can take as much or as little time as necessary.

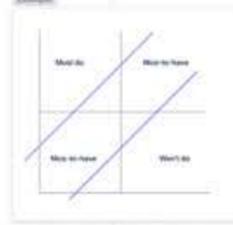
It can be hard to know exactly where something fits, but it'll get easier as you start plotting more work.

Step 2: Feasibility
Draw two lines across the graph as in the example.

This will separate the work into must do, nice-to-haves, and won't do.

The top-left section is high impact and high urgency, and should be prioritized first.

The bottom-right is lower priority due to being low impact and low urgency. This means it will have to wait until more important work is done.



High

Impact

Low

High

Urgency

Lock objectives

Sections

Jane Rotanson

Toolbar with icons: Play, Hand, Yellow sticky notes, Text (Aa), Purple circle, Line tool, Folder, Eraser, Pin, Star, More options

Zoom controls: +, 100%, -

Team Fabric / Fabric team planning

Prioritisation Jan 30th 2023



Share



What needs a budget for when is by before the session description of the and dependencies, it impacts on: the customer or of work, the stakeholder or Smart Links from

Jane Rotanson

Omar Daboe

40 minutes

Prioritise

Step 1: Plot work
As a team, go through each piece of work and agree where it belongs on the graph. Depending on the detail of discussion, this can take as much or as little time as necessary. It can be hard to know exactly where something fits, but it'll get easier as you start plotting more work.

Step 2: Feasibility
Draw two lines across the graph as in the example. This will separate the work into must do, nice-to-have, and won't do. The top-left section is high impact and high urgency, and should be prioritised first. The bottom-right is lower priority due to being low impact and low urgency. This means it will have to wait until more important work is done.

Example

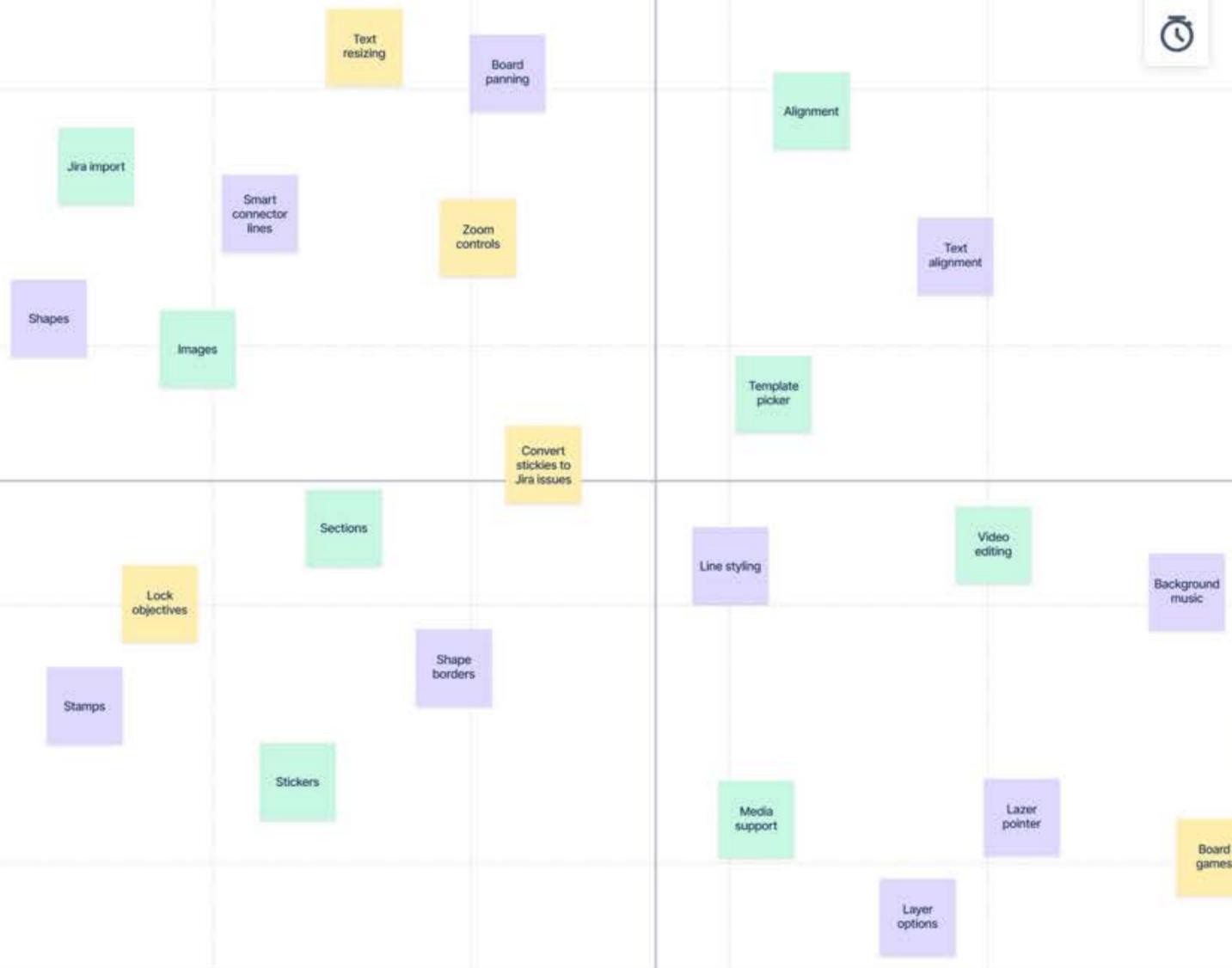
High

Impact

Low

High

Urgency



Bottom toolbar containing icons for: Play/Pause, Hand, Stickers, Text (Aa), Shapes, Lines, Grid, Zoom, Pin, Star, and More options.

Zoom controls: +, 100%, -

Team Fabric / Fabric team planning

Prioritisation Jan 30th 2023



Share



Omar Daboe

Jane Rotanson

Navigation toolbar with icons for: Play, Hand, Yellow sticky notes, Text (Aa), Purple circle, Line tool, Folder, Zoom in, Pin, Star, and More options.

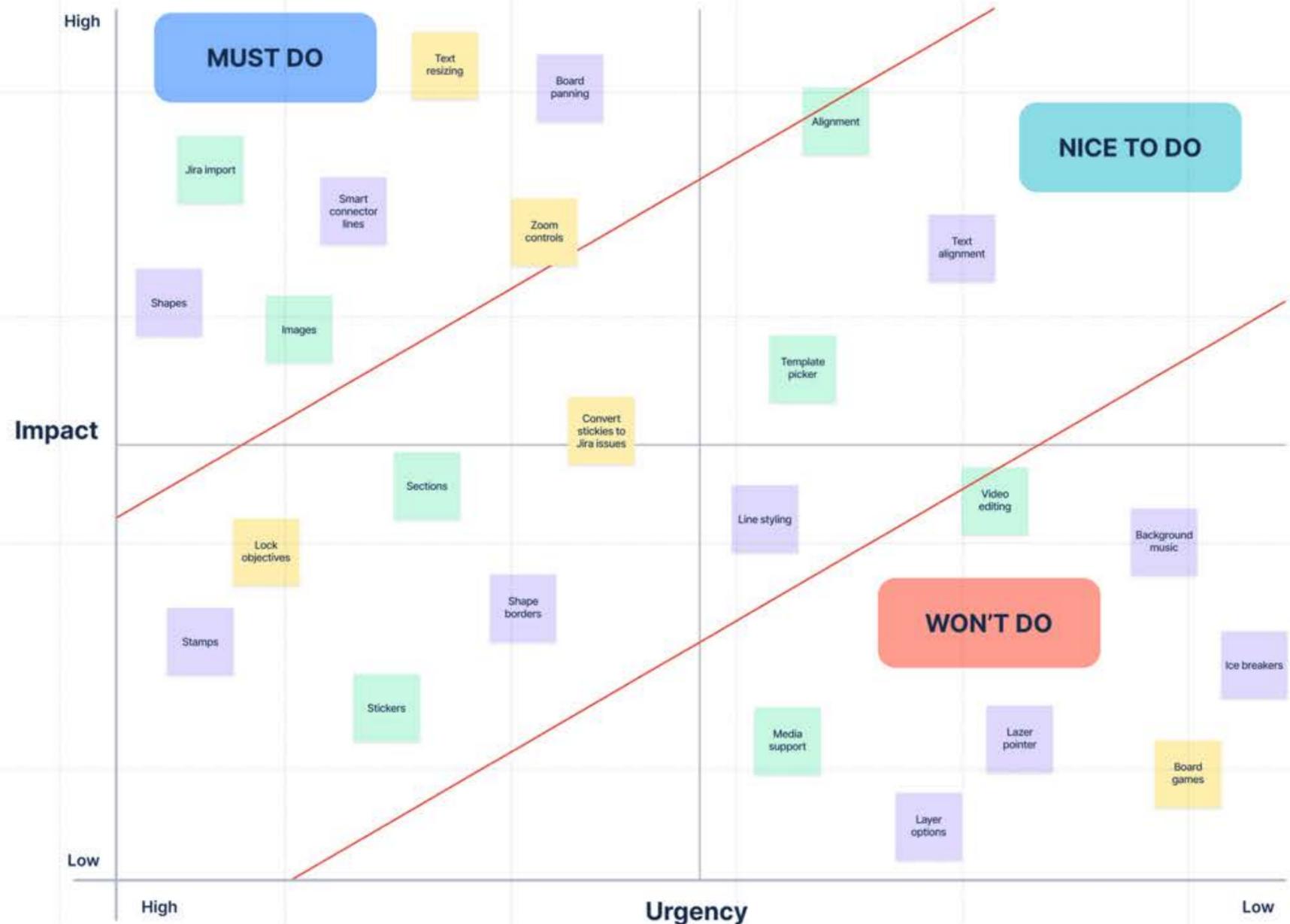
Zoom controls: +, 100%, -

Team Fabric / Fabric team planning

Prioritisation Jan 30th 2023



Share

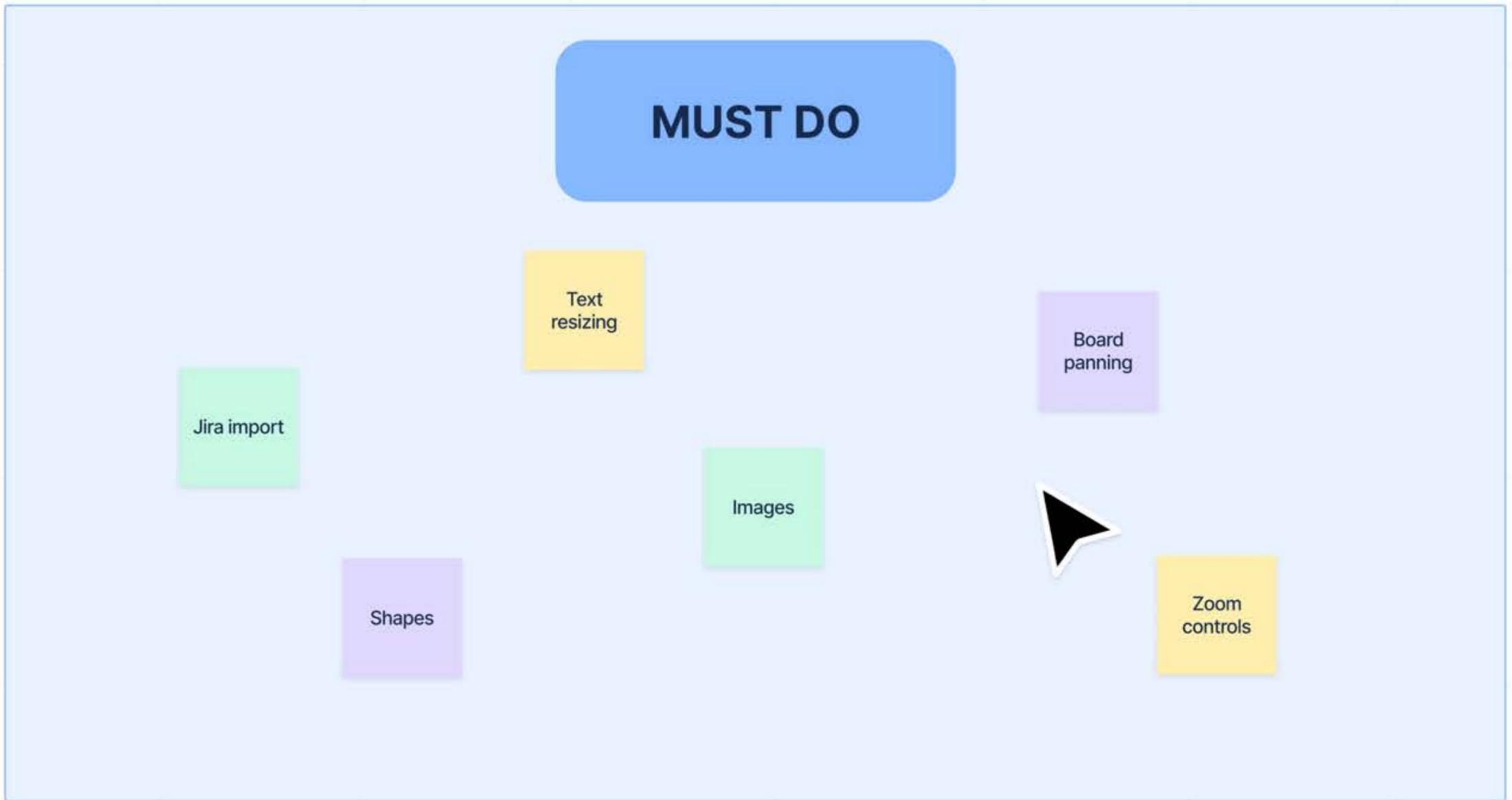


Jane Rotanson

Omar Daboe

Rich text editor toolbar containing icons for: Play, Hand, Background color (yellow), Text color (Aa), Shape (purple circle), Line (diagonal), List, Link, Pin, Star, and More options.

Zoom controls: +, 100%, -



Horizontal toolbar with icons for navigation, sticky notes, text editing (Aa), shapes (purple circle), lines, and other drawing tools.

Vertical zoom control panel with a plus sign, '100%' text, and a minus sign.

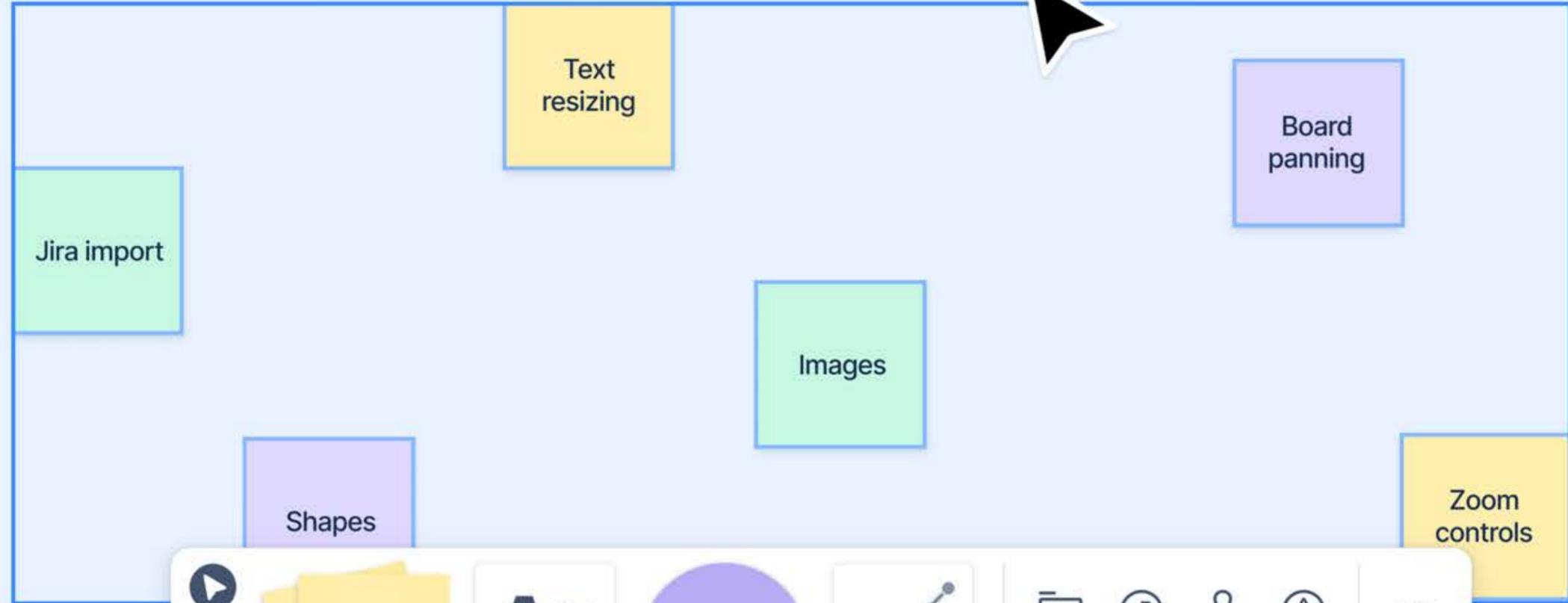


MUST DO

Normal text **B**

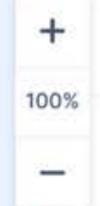
- ☰
- ≡

 😊 + Create 6 Jira issues



A toolbar at the bottom of the diagram area containing various icons for editing and navigation:

- Play button icon
- Hand icon
- Stack of yellow cards icon
- Aa** text formatting icon
- Purple circle icon
- Line with arrow icon
- Folder icon
- Grouping icon
- Pin icon
- Star icon
- More options (three dots) icon



Create 6 Jira issues

Site

Product Fabric

Project

Team Fabric

Issue type

Epic

Summary

- Jira import
- Text resizing
- Board panning
- Shapes
- Images
- Zoom controls

Story Points

10

Show more fields

Create

MUST DO

Normal text

B

☰

≡

😊

+ Create 6 Jira issues

Text resizing

Jira import

Board panning

Images

Shapes

Zoom controls

Aa

100%

MUST DO

Display card

CAN-19: Text resizing BACKLOG

Updated last week

Jira

CAN-24: Board panning BACKLOG

Updated last week

Jira

CAN-20: Jira Import BACKLOG

Updated last week

Jira

CAN-25: Images BACKLOG

Updated last week

Jira

CAN-21: Shapes BACKLOG

Updated last week

Jira

CAN-22: Zoom controls BACKLOG

Updated last week

Jira

CAN-40: Text resizing

View in Jira

1

CAN-40

Text resizing

In-progress

Link issues | Link Confluence page

Description

Add a description ...

Web links

Fabric

Activity

Add internal note / Reply to customer

Pro tip: press M

Details

Assignee	Sam Hall
Reporter	Christina Riestevski
Labels	None
Story Points	10
Priority	Medium
Epic Name	Text resizing

More fields

Show more

Created 7 Aug 2019 5:43 PM

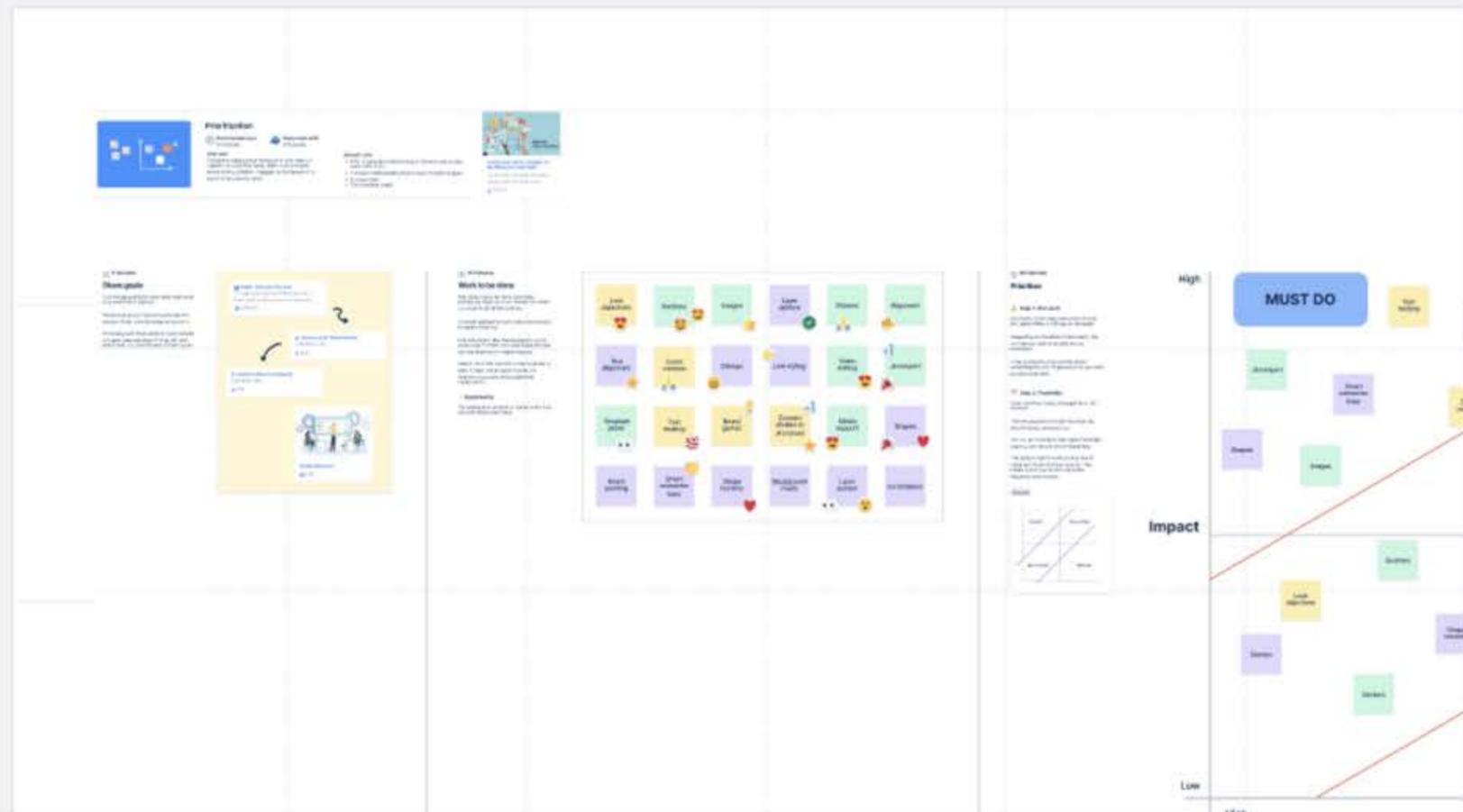
Confluence whiteboards roadmap planning



Created by Christina Ristevski
Last updated 4 hr ago • 3 min read • 41 people viewed

i We ran a prioritisation play on the 30 Jan 2023 to help us decide which features we need to build next. We've identified 7 high impact features that we believe need to be delivered urgently (next 3 months). See our play blow.

Prioritisation Jan 30th 2023



SUMMARY

ROADMAP PLANNING



Create a shared understanding to anchor your team



Use a relative prioritisation to surface priorities

SUMMARY

ROADMAP PLANNING



Create a shared understanding to anchor your team



Use a relative prioritisation to surface priorities

PLANNING A WORK STREAM



A WORK STREAM

A multi-week piece of work that can often be mapped to an epic in Jira.



QUESTION

How can we
keep the team
aligned on the
scope of a
project?

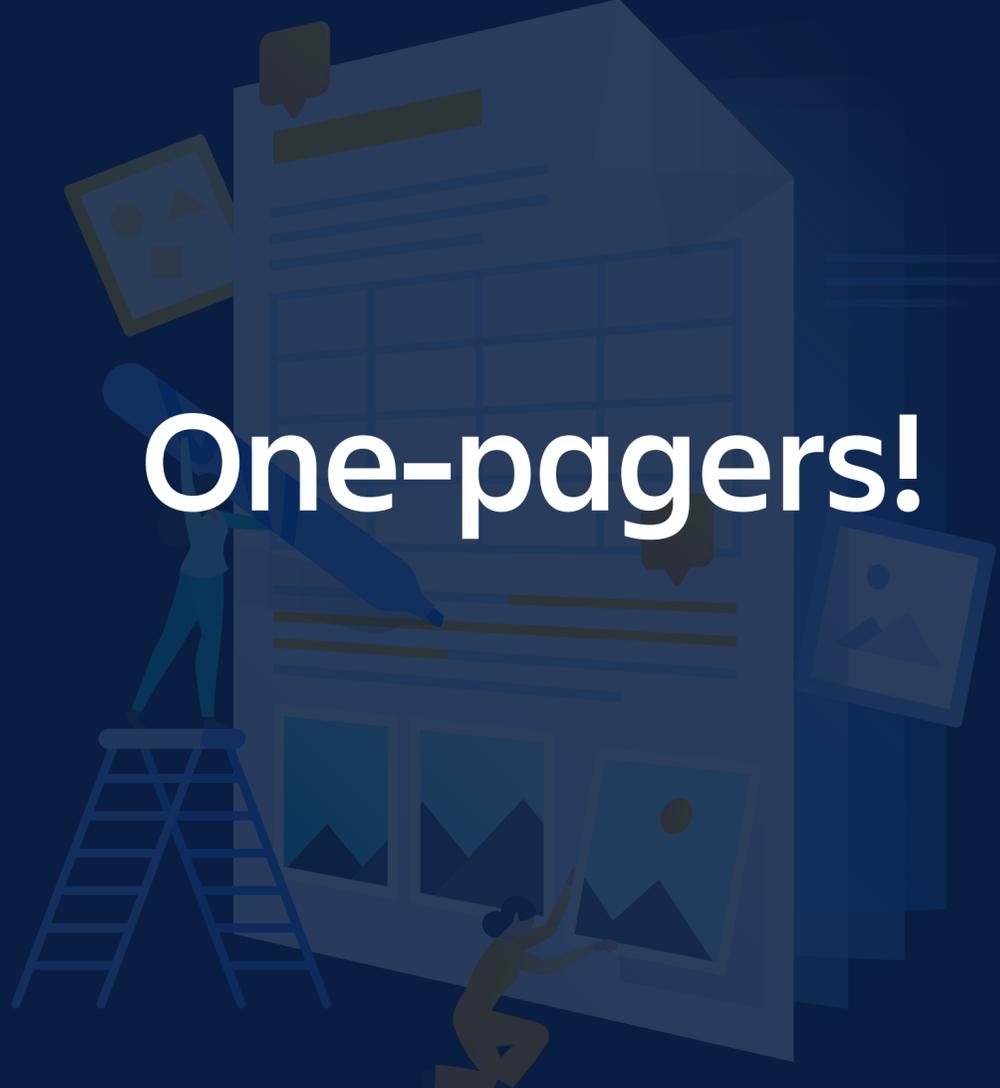
ANSWER

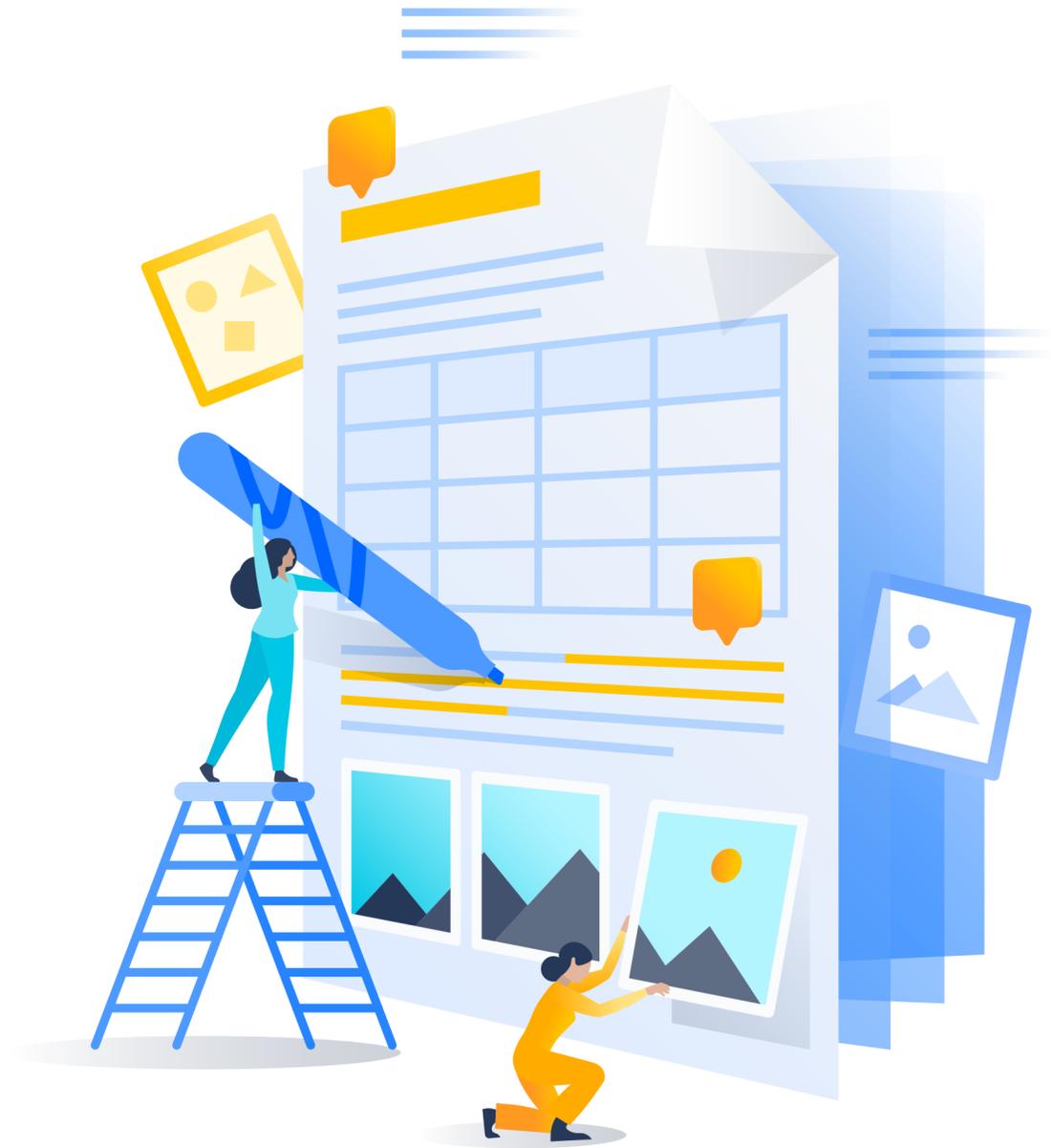
QUESTION

How can we keep the team aligned on the scope of a project?

ANSWER

One-pagers!

A stylized illustration on a dark blue background. It shows a large, multi-page document or blueprint. One person is standing on a ladder on the left side, reaching up to the top of the document. Another person is kneeling on the right side, looking at the bottom of the document. The document itself has various sections, including a grid, text blocks, and image placeholders. The overall scene suggests a collaborative effort in reviewing or creating a project plan or one-pager.



One-pagers

are documents that serve as a work stream's source of truth for what is being built, by who & how.

“

One-pagers help create
alignment between functions
from day one

ABHI KISHORE, CONFLUENCE WHITEBOARDS ARCHITECT

Christina Ristevski 1 Jira link

[Edit] [Comment] [Star] [Eye] [Lock] Share [More]

Feature: Collaboration Robustness

Created by Christina Ristevski, with a template
Last updated: just a moment ago • 3 min read • 2 people viewed • No updates

Tweet	"Brainstorming with my team feels so buttery smooth 🍌"
Epic	CNS-3623: Increase Collab Robustness (EAP) TO DO
Atlas ticket	Collaboration Robustness ON TRACK - 1.0
Figma	Collab
Kickoff date	Feb 1, 2022
Team	<ul style="list-style-type: none"> • Feature lead: @Alex Spence • PM: @Christina Ristevski • Designer: @Daniel Simmonds

Network of teams





The user problem

As we increase the amount of users with access to whiteboards we want to ensure we keep our high level of performance & reliability. We need to ensure our collaboration infrastructure can reliably scale as we increase the number of users & performance remains buttery smooth.

Fit with strategy

A core pillar of our product is ensuring we deliver a strong, reliable & performant user experience. Therefore it is critical our collaboration infrastructure is robust & continues to perform at it's high level.

What we know so far

- Current performance sits at 60 FPS
- We plan to onboard a large amount of users in the coming months
- We can expect a significantly larger load on our infrastructure

Success

We will rely upon metrics instead of analytics for measuring the success of this epic.

In particular, this epic will be considered successful if:

- Our reliability SLOs are unaffected in the face of large change sets.
- Our SLOs are unaffected, with a large number of concurrent documents being worked on

The feature

The feature

High level user story	Requirements	Why?	Estimate (dev weeks)
Release 1 - Requirements			
Our infrastructure can handle processing large updates.	Snapshot generation is not run within the same pool as our API.	As we onboard more users we expect to see significantly more load.	2
Release 2 - Requirements			
Our team is able to make changes to the our wire format to introduce new features.	Our wire format is transitioned to using message pack instead of a custom binary encoding.	Message-pack is a replacement for our binary encoding - we want to transition to it before we get more usage to limit the risk of migration.	3
Release 3 - Requirements			
Users documents are protected from corruption due to networking issues.	Validate sequential clocks for client updates.	This will make our backend more resilient to connection issues.	2
Feature Total			7 weeks (4 weeks / 2 devs)



Metrics & Logging

As part of this work, we will introduce additional instrumentation to ensure we have visibility over the feature. This includes:

- A dashboard for lambda metrics
- Metrics and charts for various new limits

Decisions

Spence will begin as FL until Kanishk returns from leave Feb 9, 2022

? Open questions and assumptions

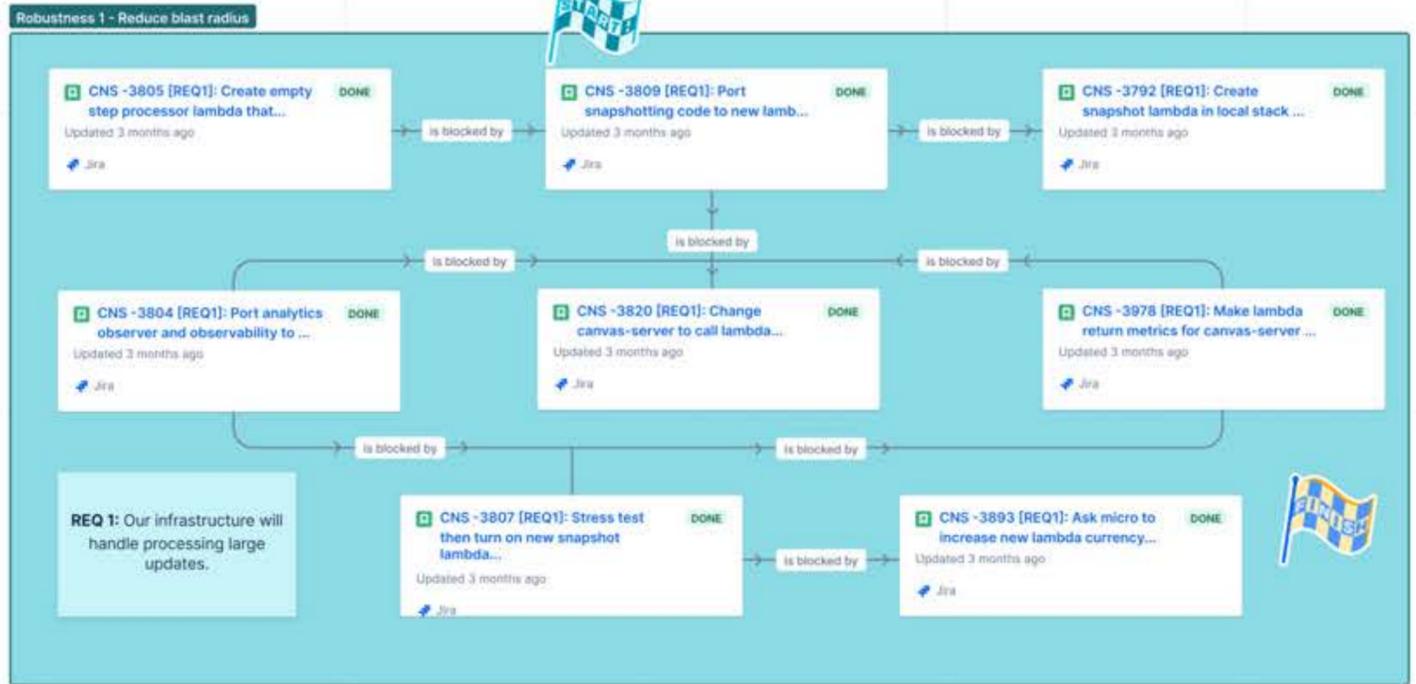
- Does this stream conflict with existing feature work?
- Analyst support needed for dashboards?

✓ Actions

- Break down work in whiteboard

Team Fabric / Fabric team planning
Task breakdown: Collaboration Robustness

Share +3



Jane Rotanson



Omar Daboe



Navigation toolbar with icons for play, hand, text (Aa), selection, and other editing tools.

Zoom controls with a plus sign, '100%', and a minus sign.



Share

Robustness 1 - Reduce blast radius

Jane Rotanson

Omar Daboe

REQ 1: Our infrastructure will handle processing large updates.

Navigation toolbar with icons for:

- Navigation (arrow)
- Hand (pan)
- Sticky notes (stack of papers)
- Text formatting (Aa)
- Color selection (purple circle)
- Line drawing (diagonal line)
- Folder (document)
- Grouping (circles with arrows)
- Pin (pushpin)
- Star (favorite)
- More options (three dots)

Zoom controls:

- Zoom in (+)
- Zoom level (100%)
- Zoom out (-)

Robustness 1 - Reduce blast radius

Import from Jira

REQ 1

Site: Team Robust Project: Canvas

Key	Summary	Assignee	Status
CAN-39	[REQ 1] Ask micros to increase new L...	Katy Mcalley	BACKLOG
CAN-38	[REQ 1] Stress test then turn on new s...	Zlatica Chalpuka	BACKLOG
CAN-37	[REQ 1] Change canvas-server to call ...	Jenny Calvin	BACKLOG
CAN-36	[REQ 1] Port analytics observer and ob...	Mark Sominon	BACKLOG
CAN-35	[REQ 1] Make lambda return metrics fr...	Amanpreet Debartolo...	BACKLOG
CAN-31	[REQ 1] Create empty step process la...	Monika Sui	BACKLOG
CAN-32	[REQ 1] Create snapshot lamba in loca...	Vivian Wu	BACKLOG
CAN-34	[REQ 1] Ask micros to increase profici...	Ramond Heilan	BACKLOG

1

Import 8 issues

Omar Daboe

Jane Rotanson

REQ 1: Our infrastructure will handle processing large updates.

Robustness 1 - Reduce blast radius

CNS -3805 [REQ1]: Create empty step processor lambda that... DONE
 Updated 3 months ago
 Jira

CNS -3809 [REQ1]: Port snapshotting code to new lamb... DONE
 Updated 3 months ago
 Jira

CNS -3792 [REQ1]: Create snapshot lambda in local stack ... DONE
 Updated 3 months ago
 Jira

CNS -3804 [REQ1]: Port analytics observer and observability to ... DONE
 Updated 3 months ago
 Jira

CNS -3820 [REQ1]: Change canvas-server to call lambda... DONE
 Updated 3 months ago
 Jira

CNS -3978 [REQ1]: Make lambda return metrics for canvas-server ... DONE
 Updated 3 months ago
 Jira

REQ 1: Our infrastructure will handle processing large updates.

CNS -3807 [REQ1]: Stress test then turn on new snapshot lambda... DONE
 Updated 3 months ago
 Jira

CNS -3893 [REQ1]: Ask micro to increase new lambda currency... DONE
 Updated 3 months ago
 Jira

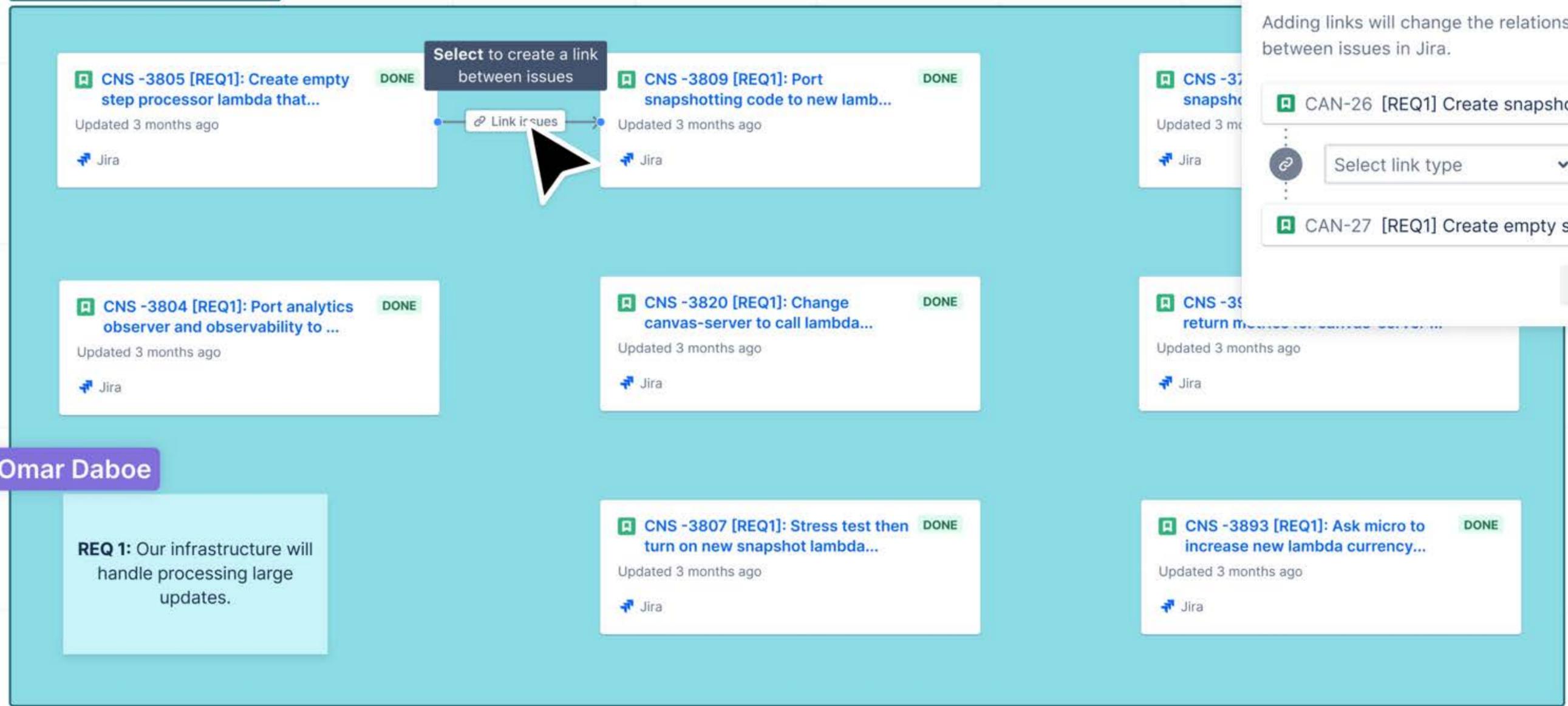
Omar Daboe

Jane Rotanson

Team Fabric / Fabric team planning
Task breakdown: Collaboration Robustness

[User Avatars] +3 Share [Lock Icon] [More Icon]

Robustness 1 - Reduce blast radius



Link issues in Jira [Close Icon]

Adding links will change the relationship between issues in Jira.

- CAN-26 [REQ1] Create snapshots la..
- ...
- CAN-27 [REQ1] Create empty step...

Select link type [Dropdown Arrow]

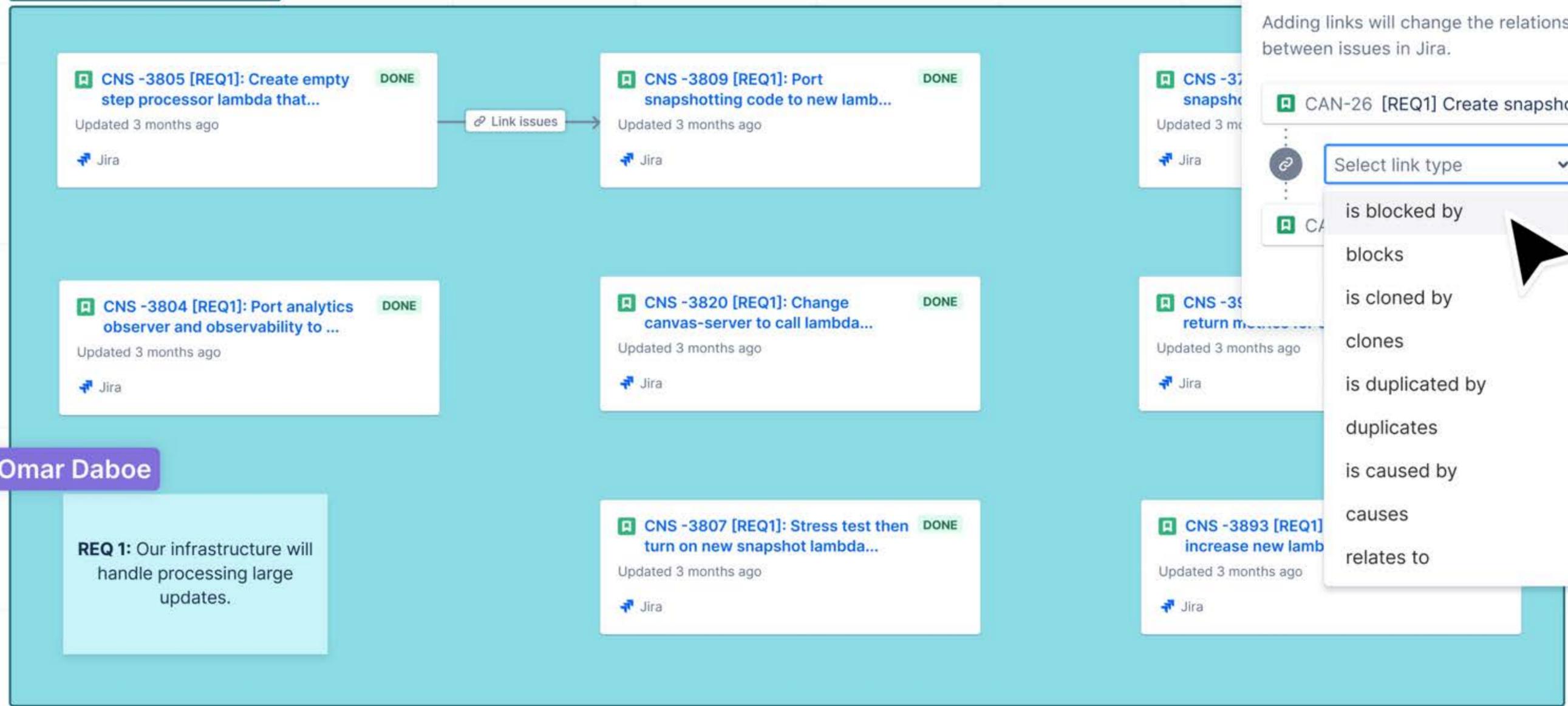
[Link]

Omar Daboe

REQ 1: Our infrastructure will handle processing large updates.

Jane Rotanson

Robustness 1 - Reduce blast radius



Link issues in Jira

Adding links will change the relationship between issues in Jira.

[Jira Icon] CAN-26 [REQ1] Create snapshots la..

Select link type

- is blocked by
- blocks
- is cloned by
- clones
- is duplicated by
- duplicates
- is caused by
- causes
- relates to

Omar Daboe

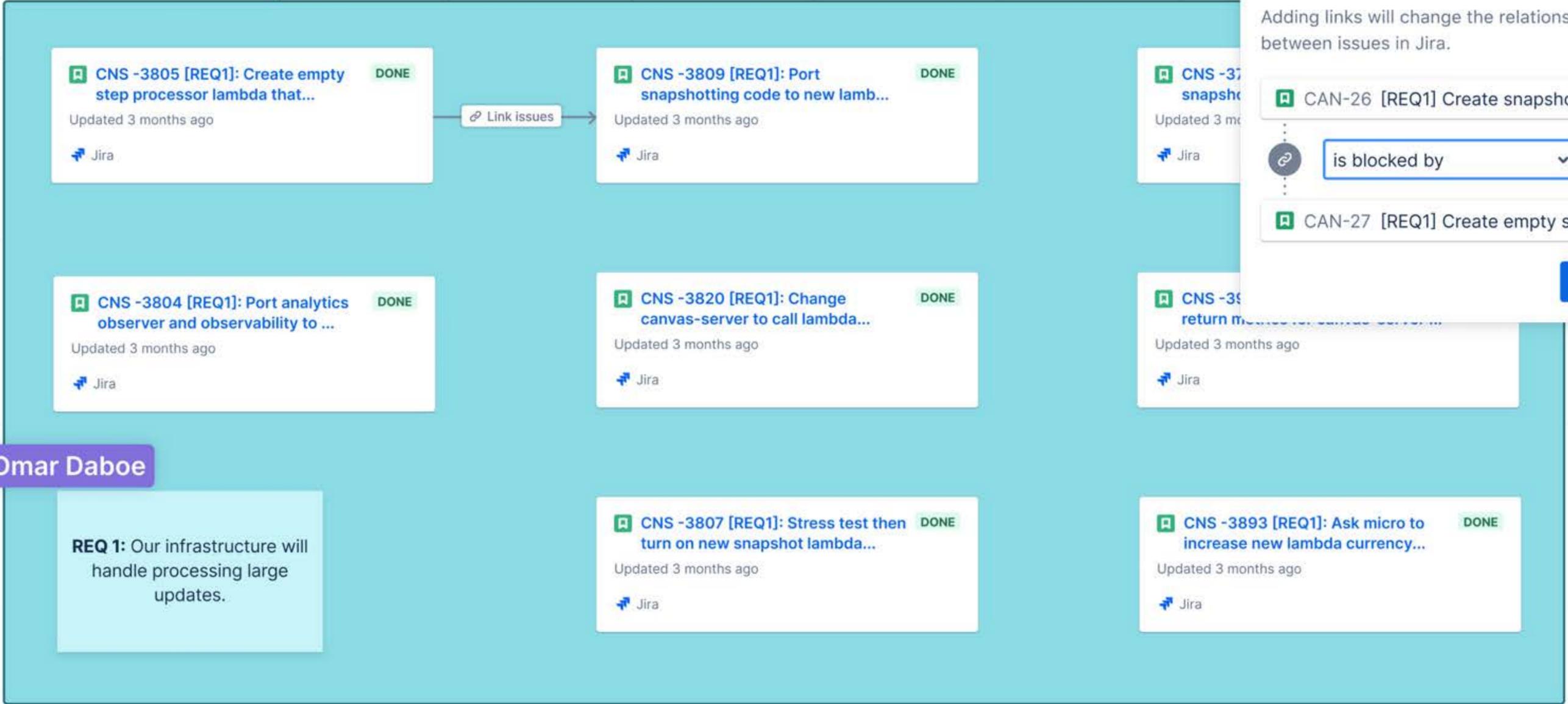
REQ 1: Our infrastructure will handle processing large updates.

Jane Rotanson

Team Fabric / Fabric team planning
Task breakdown: Collaboration Robustness

[User Avatars] +3 Share [Lock Icon] [More Icon]

Robustness 1 - Reduce blast radius



Link issues in Jira

Adding links will change the relationship between issues in Jira.

CAN-26 [REQ1] Create snapshots la..

is blocked by

CAN-27 [REQ1] Create empty step...

Link

Omar Daboe

REQ 1: Our infrastructure will handle processing large updates.

Jane Rotanson

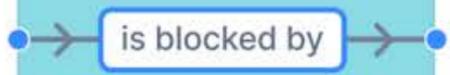
Team Fabric / Fabric team planning

Task breakdown: Collaboration Robustness

Robustness 1 - Reduce blast radius

CNS -3805 [REQ1]: Create empty step processor lambda that... DONE
Updated 3 months ago
Jira

CNS -3809 [REQ1]: Port snapshotting code to new lamb... DONE
Updated 3 months ago
Jira



CNS -3804 [REQ1]: Port analytics observer and observability to ... DONE
Updated 3 months ago
Jira

CNS -3820 [REQ1]: Change canvas-server to call lambda... DONE
Updated 3 months ago
Jira

Edit links

Robustness 1 - Reduce blast radius

CNS -3805 [REQ1]: Create empty step processor lambda that...
Updated 3 months ago
Jira

CNS -3804 [REQ1]: Port ana observer and observability t...
Updated 3 months ago
Jira

REQ 1: Our infrastructure will handle processing large updates.

CAN-26: [REQ1] Create snapshot lambda in local stack [View in Jira](#)

CAN-26

[REQ1] Create snapshot lambda in local stack

Link issues Link Confluence page

Description

For our new lambda, create necessary local stack resources to run lambda locally

Linked issues

is blocked by

CAN-27 [REQ1] Create empty step processes... BACKLOG

Activity Comments

Add internal note / Reply to customer

Pro tip: press M Pro tip: press

In-progress

Details

More fields

Show more

Created 7 Aug 2019 5:43 PM
Last updated 4 hours ago

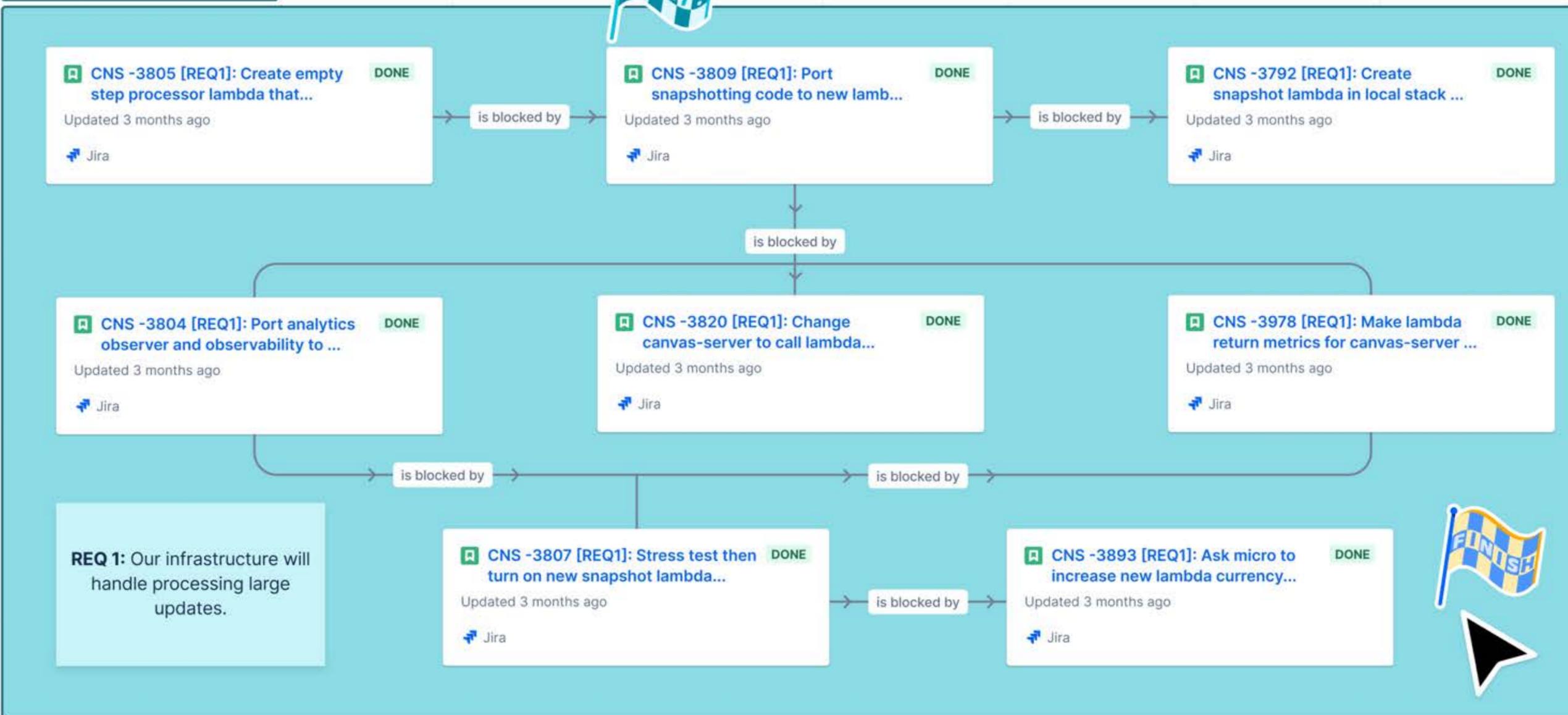
Create local stack ... **DONE**

Make lambda anvas-server ... **DONE**

Ask micro to da currency... **DONE**

Jane Rotanson

Robustness 1 - Reduce blast radius



Jane Rotanson

Omar Daboe

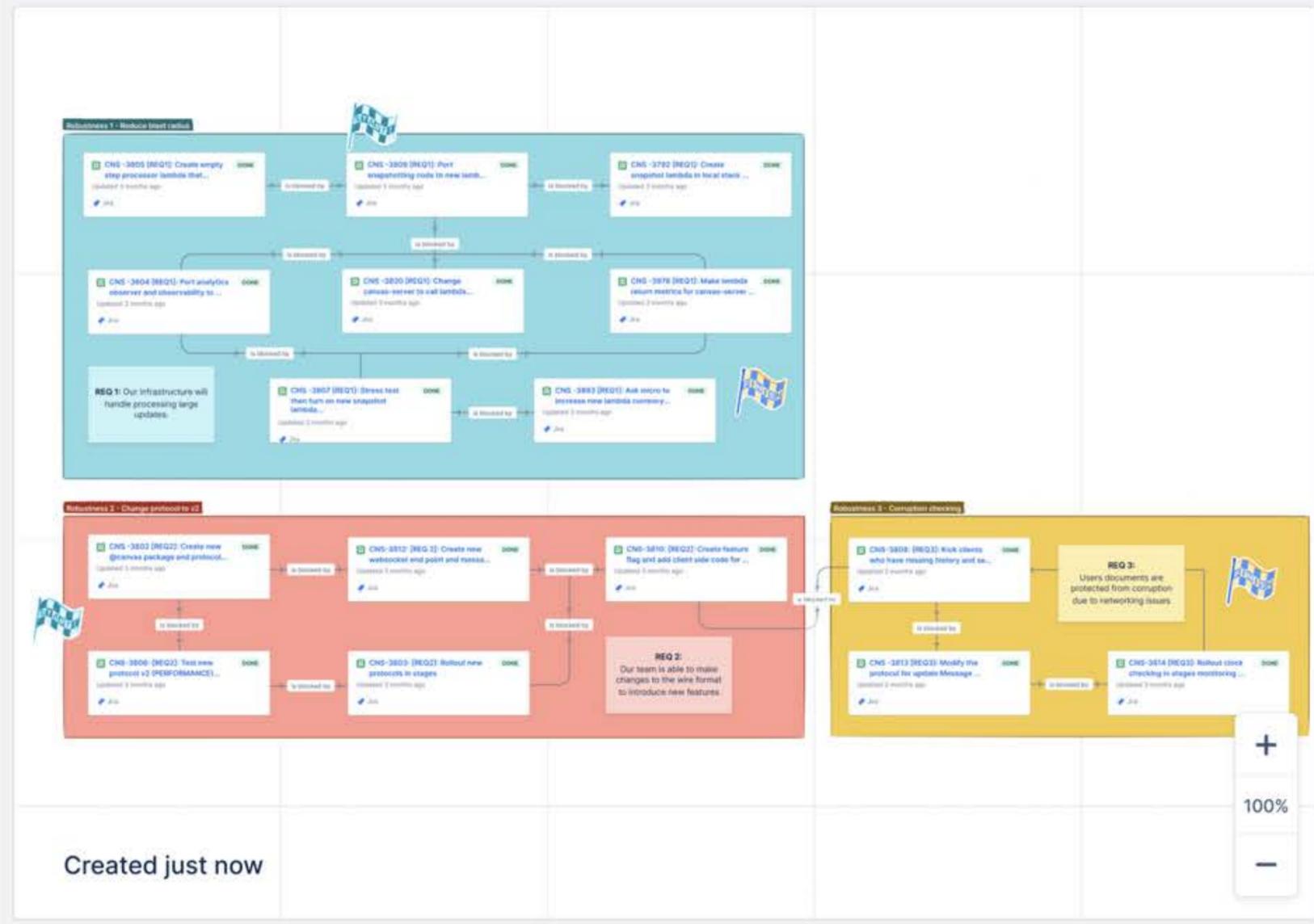
Navigation toolbar with icons for: Play, Hand, Text (Aa), Circle, Line, Folder, Search, Pin, Star, and More.

Zoom controls: +, 100%, -

Actions:

- Breakdown work in whiteboard

Task breakdown: Collaboration Robustness



SUMMARY

WORK STREAM PLANNING



Align functions by starting with a one-pager



Map out work in a free form surface before moving to a structured tool

SUMMARY

WORK STREAM PLANNING

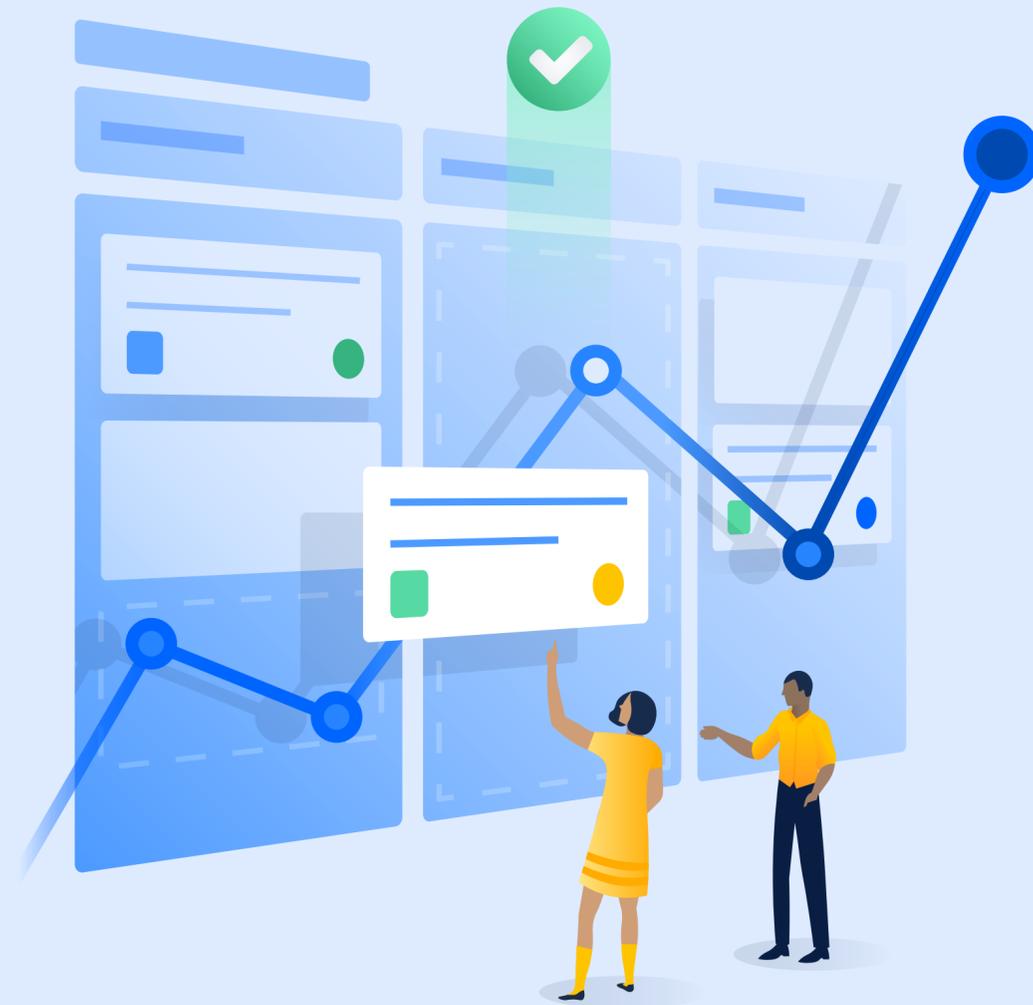


Align functions by starting with a one-pager

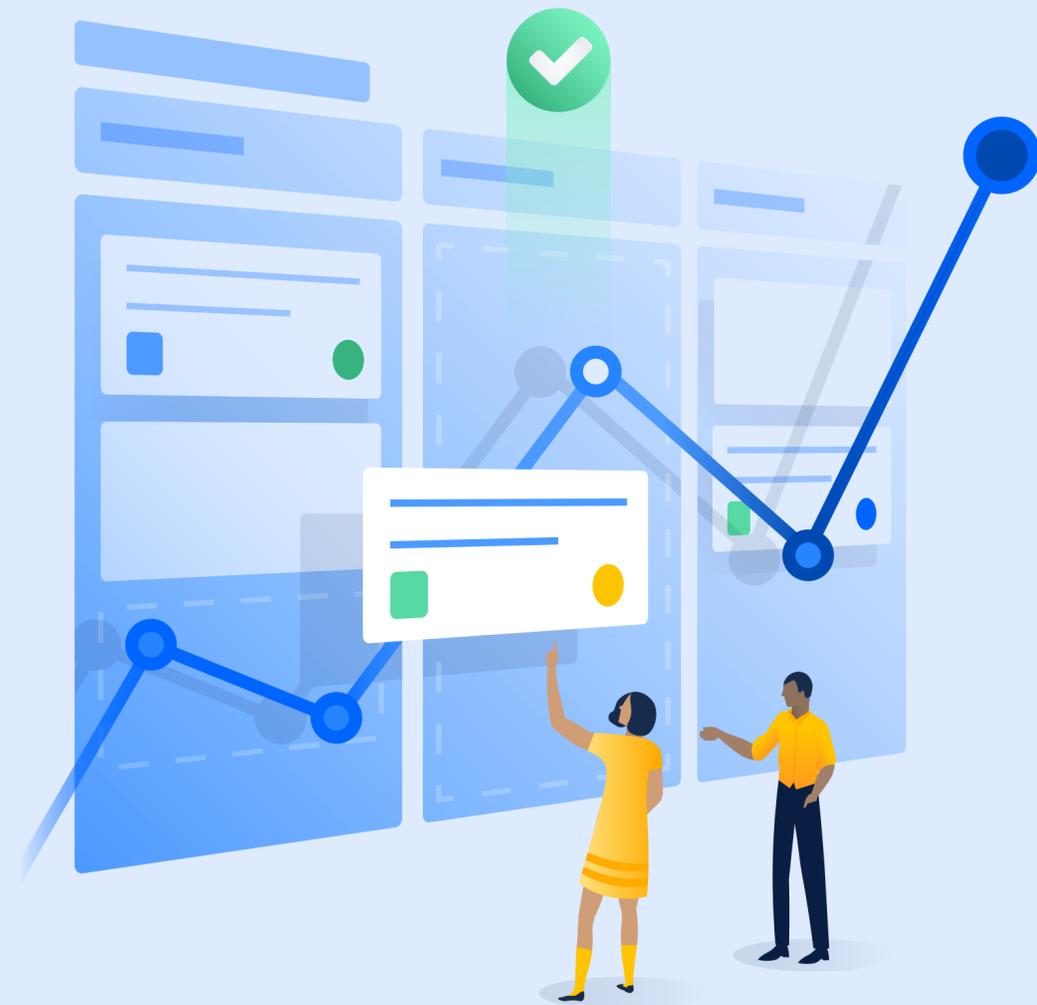


Map out work in a free form surface before moving to a structured tool

PLANNING A SPRINT



A SPRINT



A one-week time period where we set out to complete a certain amount of work.

Team Fabric / Fabric team planning
Sprint planning 29th Jan 2023

[User Avatars] +3 Share [Lock Icon] [More Icon]

Join Zoom here

Join our Cloud HD Video Meeting

Zoom

Announcements

Dan is going on holiday from March 22-29th

Public holiday on Monday, woohool

Clarissa is joining the team from the 17th of may!

New guidelines for project pages

Fabric & Content Types - Combined one-pager guidelines

We've recently decided to use combined one-pagers to provide one source of truth for describing the...

Confluence

Omar Daboe

Jane Rotanson

Design Review

SL App Flows

Figma

Needs dev effort estimate

Explorations of toolbar Edited 1 hour ago

Check out new marketing visuals!

Goal & Roadmap Review

Goals

- Increase CSAT of whiteboards** TO DO: Our monthly CSAT survey is coming up!
- Increase MAU of whiteboards** TO DO: A page dedicated to strategies to increase MAU.

Roadmap

Team Fabric

Gather final feedback and comments

R3 review with leadership team coming up



Share

Announcements

Dan is going on holiday from March 22-29th

Public holiday on Monday. woohoo!

Clarissa is joining the team from the 17th of may!

New guidelines for project pages

Fabric & Content Types - Combined one-pager guidelines

We've recently decided to use combined one-pagers to provide one source of truth for describing the...

Confluence

Omar Daboe

Jane Rotanson



Aa



Team Fabric / Fabric team planning
Sprint planning 29th Jan 2023

[User Avatars] +3 Share [Lock Icon] [More Icon]



Design Review

Omar Daboe

SL App Flows

Figma

Edited 13 hours ago Visible to Atlassian

Check out new marketing visuals! 🔥

SL App Flows

Figma

Needs dev effort estimate

Explor... of toolbar Edited 1 hour ago Visible to Atlassian

Jane Rotanson

[Navigation Bar: Play, Hand, Stacks, Aa, Pink Circle, Line, Folder, Comment, Pin, Star, More]

[Zoom Controls: +, 100%, -]



Share

Goal & Roadmap Review

Goals

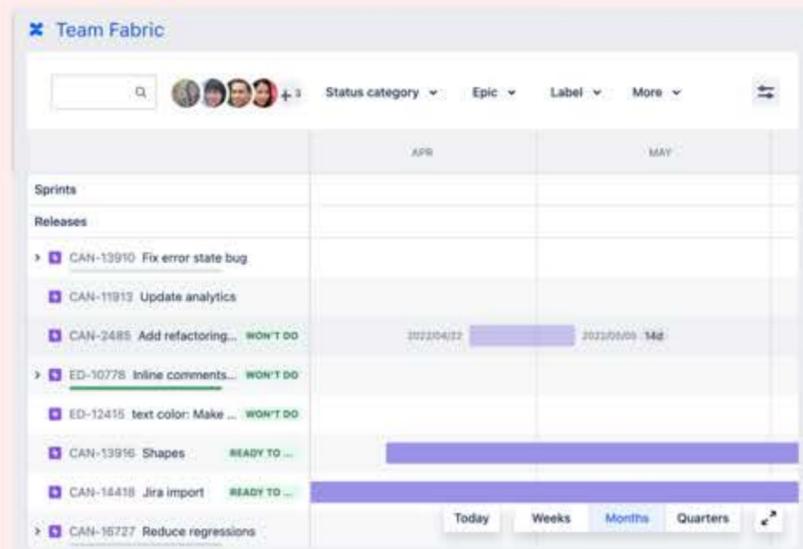
Fabric team OKR proposal
This page details a proposal OKR's for each team in Fabric, It includes a list of responsibilities for the tea...
Confluence

Increase CSAT of whiteboards TO DO
Our monthly CSAT survey is coming up!
Jira

Increase MAU of whiteboards TO DO
A page dedicated to strategies to increase MAU
Jira



Roadmap

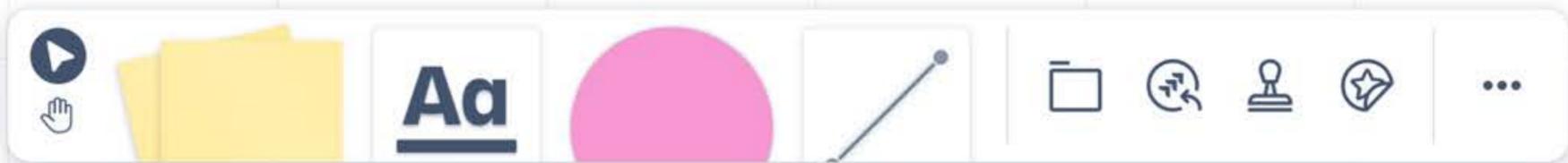


Gather final feedback and comments

R3 review with leadership team coming up



Omar Daboe





Share

Capacity Planning

Constraints:

- We have a current velocity of 4% per engineer
- We need 1 person assigned to be on call each week

Team buttery

Tim

Abhi

Damien

Pete

Raathi

Ellie

Alex

Josh

Clarissa

Team smooth

Caleb

Paul

Lucas

Pat

Mario

Kristina

Oli

Michael

Kanishk

On call support

Away

Shapes

Metrics & Alerting

Connector lines

Performance Improvements

Omar Daboe

Jane Rotanson

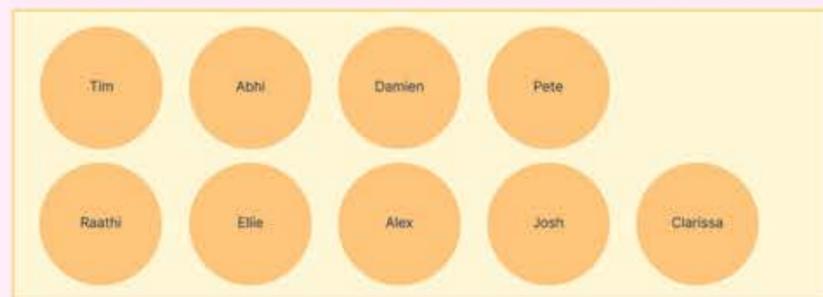


Capacity Planning

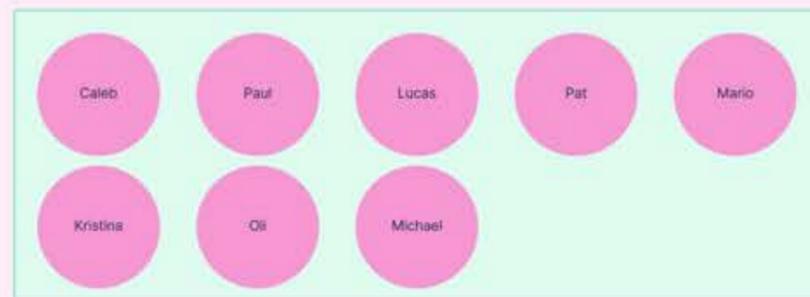
Constraints:

- We have a current velocity of 4% per engineer
- We need 1 person assigned to be on call each week

Team buttery



Team smooth



On call support



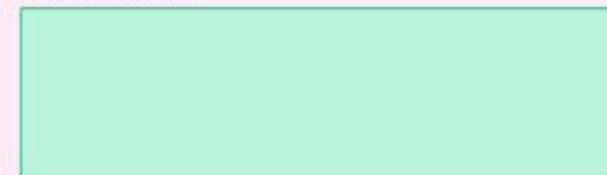
Away



Shapes



Metrics & Alerting



Connector lines



Performance Improvements



Omar Daboe

Jane Rotanson

Rich text editor toolbar with icons for play, hand, sticky notes, text (Aa), pink circle, line, folder, undo, redo, pin, star, and more options.

Zoom controls with a plus sign, 100% zoom level, and a minus sign.



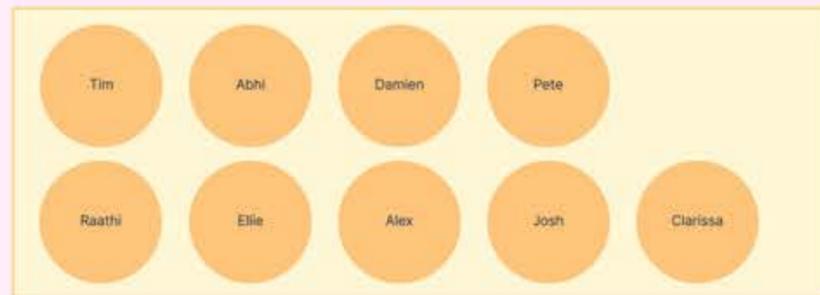
Share

Capacity Planning

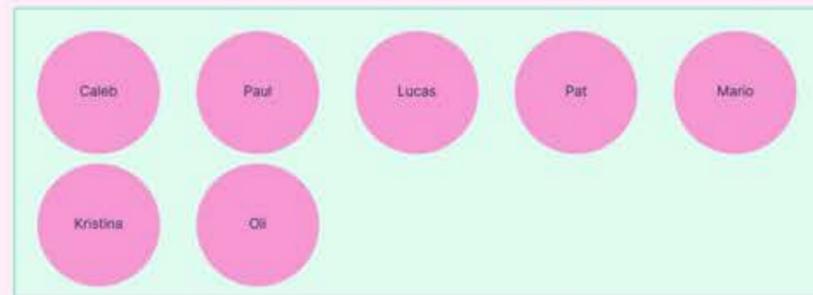
Constraints:

- We have a current velocity of 4% per engineer
- We need 1 person assigned to be on call each week

Team buttery



Team smooth



On call support



Away



Shapes



Metrics & Alerting



Connector lines



Performance Improvements



Omar Daboe

Jane Rotanson

Capacity Planning

Constraints:

- We have a current velocity of 4% per engineer
- We need 1 person assigned to be on call each week

Team buttery



Team smooth

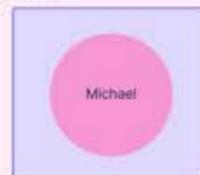


Jane Rotanson

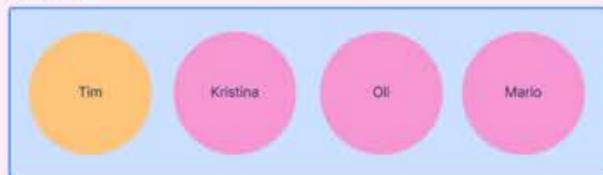
On call support



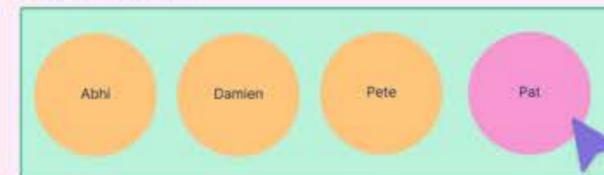
Away



Shapes

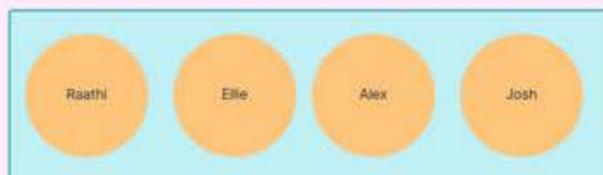


Metrics & Alerting



Omar Daboe

Connector lines



Performance Improvements



Navigation toolbar with icons for: Play, Hand, Yellow sticky notes, Text (Aa), Pink circle, Line, Folder, Zoom in, Pin, Star, and More options.

Zoom controls: +, 100%, -

Team Fabric / Fabric team planning
Sprint planning 29th Jan 2023



Share



Eng Dashboard Review



Omar Daboe

Jane Rotanson

Meeting toolbar with icons for: Play/Pause, Hand, Sticky Notes, Text (Aa), Eraser, Lasso, Whiteboard, Pin, Star, and More options.

Zoom controls: +, 100%, -

Team Fabric / Fabric team planning
Sprint planning 29th Jan 2023



Share

Omar Daboe

Announcements

- Den is going on holiday from March 22-29th
- Public Holiday on Monday
- Clarice is joining the team from the US at the end of the month
- New guidelines for project stages
- Fabric & Ernest Types - Overview and page guidelines

Join Zoom here

Join our Cloud HD Video Meeting

Capacity Planning

Constraints:

- We have a current velocity of 45 per engineer
- We need 7 person assigned to be on call each week

Team buttry

Team smooth

On call support

Kevin

Away

Michael

Shapes

Ten, Andrew, JJ, Mark

Metrics & Alerting

Wes, Damon, Felix, Pat

Connector lines

Naomi, Ella, Ana, Josh

Performance Improvements

Lacey, Paul, Charles, Dean

Design Review

Figma

Check out new Marketing visual!

Goal & Roadmap Review

Goals

- Reduce CRAT of announcements
- Reduce CRAT of announcements
- Reduce CRAT of announcements

Roadmap

Eng Dashboard Review

Cycle time

Toolbar with icons for navigation, text editing (Aa), shapes, lines, and other drawing tools.

Jane Rotanson

+
100%
-

SUMMARY

SPRINT PLANNING

- ✓ **Visually centralise key pieces of information**
- ✓ Use a free form surface for flexible planning

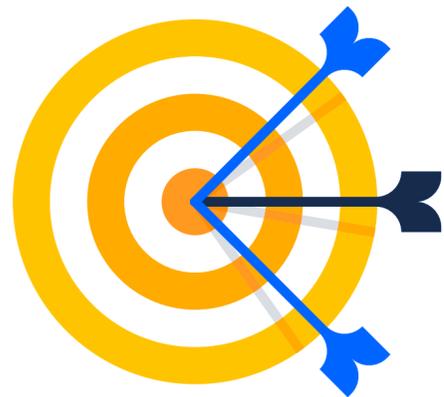
SUMMARY

SPRINT PLANNING

- ✓ Visually centralise key pieces of information
- ✓ Use a free form surface for flexible planning

KEY TAKEAWAYS

BENEFITS



GOAL ORIENTED



ACCOUNTABLE

PRINCIPLES



Create a **shared** understanding



Identify your **top priority** tasks

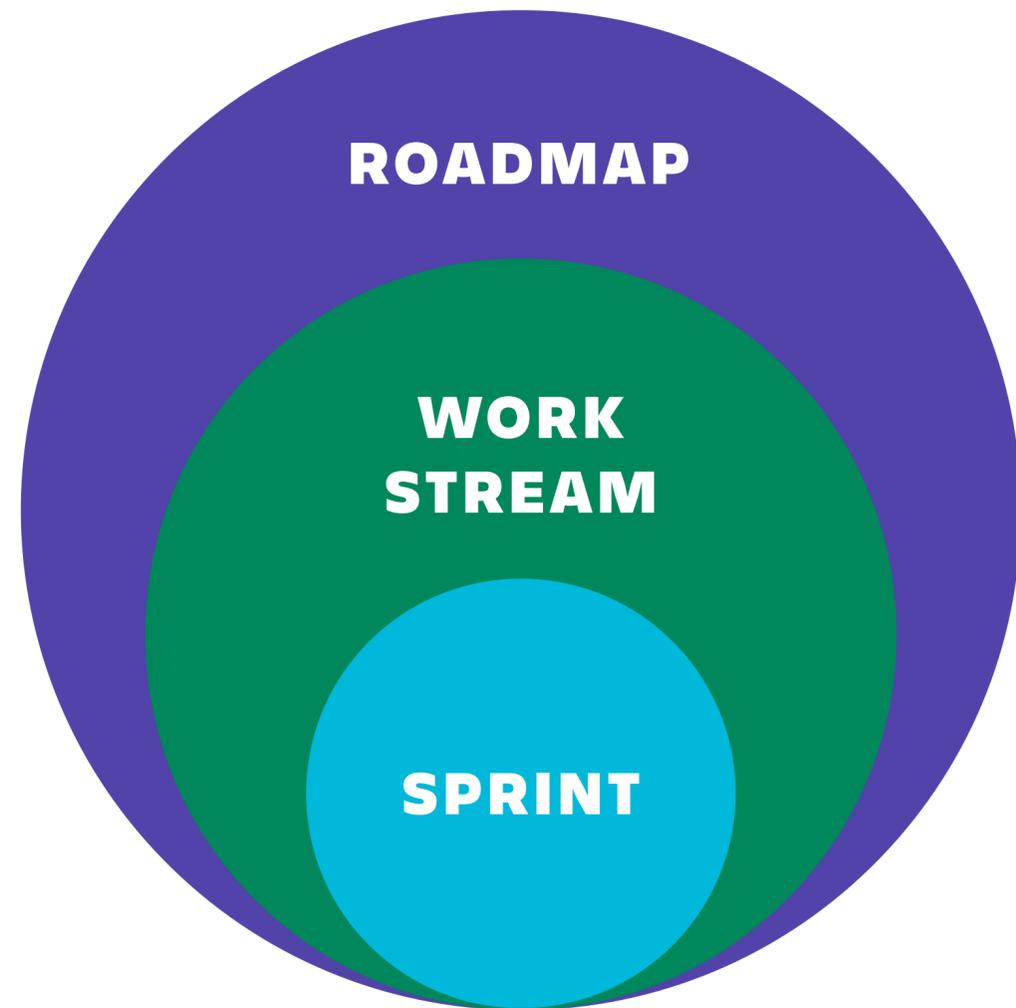


Assign **roles** and timelines



Make it **interactive & fun**

PLANNING IN PRACTICE



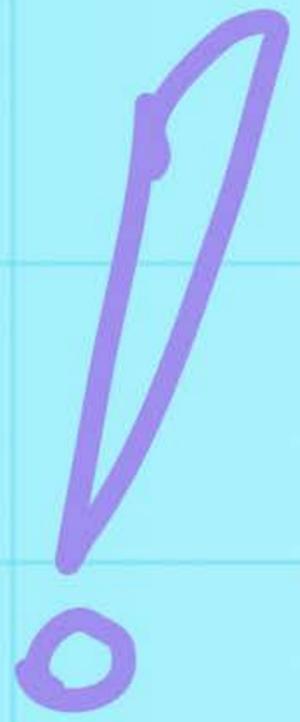
Consider a free form surface
for flexible planning

100

ATLASSIAN
Confluence

Whiteboards

atlassian.com/whiteboards





Thank you!