

The Thieves of Time

The Plan

Set the Stage

- Team to add sticky notes for what went well, could be improved and Kudo's (timebox to 10 mins).
- Read through what went well.
- Now explain to the team we will work on the areas to improve (we will come back to Kudo's).
- **Total time - 15 mins.**

- Explain we have people who steal our time and we need to find a way to stop them.
- Ask the team to move the sticky notes from the could be improved into one of the 6 time thief areas.
- Discuss each area and identify the biggest thief.
- **Total time - 30 mins.**

Gather Data

Insights

- Move the biggest thief into this area for discussion.
- Discuss idea's on how you can identify this thief.
- Discuss ideas on how you could stop the thief.
- **Total time - 25 mins**

- As a team decide on the actions you will take to stop this thief stealing your time.
- Ensure your actions have owners and the team know they are accountable to stopping the thief.
- **Total time 10 mins.**

Decide Actions

Close

- Go over the Kudo's sticky notes.
- Rate the retro
- Line chart left to right.
- Place a a dot on the line for your vote.
- **Total time - 10 mins.**