

Welcome to the fascinating Virtual World of Maxx Appliances/Maxx Systems

This exercise is designed to entice you with the advantages of transforming your enterprise, firm, organization, company to an Agile Enterprise Organization. In this experience you will have the opportunity to participate in the work of the organization with a cultural of practice that consistent with is the AGILE Manifesto. You will read more about this as you go.

Don't get too worried if the first time you do the work of the organization you don't achieve energizing flow in the process. You will get a second opportunity to work in an Agile way and start to see the benefits of an Agile Enterprise Organization.

Your work takes place in a hypothetical company at a future time, however this company is modeled after a real appliance company and the performance factors are those of the real company in the same situation. They are leveraging technology to exploit the advantages of the Internet of Things ("IoT"). We will see if you can succeed or even exceed their progress.

Have fun, embrace the concept of an Agile Enterprise Organization. We look forward to your comments on the experience. Thank you for participating.

Yours truly,

Lia

Dr. Lia DiBello, President.

Workplace Technologies Research Inc. ("WTRI")

www.WTRI.com

Attachments:

Maxx: Agile Manifesto

Agile Organization: Return on Sales Cause and Effect diagram

Maxx

Company Philosophy

We believe in: Gain and share knowledge, empower people to learn from others.

We believe in: Focus on the user and all else will follow.

We believe in: Competing in a commodity market by excelling at being a differentiated product Agile Company.

We believe in: Welcoming change and encouraging stakeholder discussion and input. This makes us a better competitor.

We believe in: Being the supplier who is closely in touch with the users of our products, provides "quick to market"

Maxx Systems: Agile Organization Becoming Investment of Choice in Our Industry

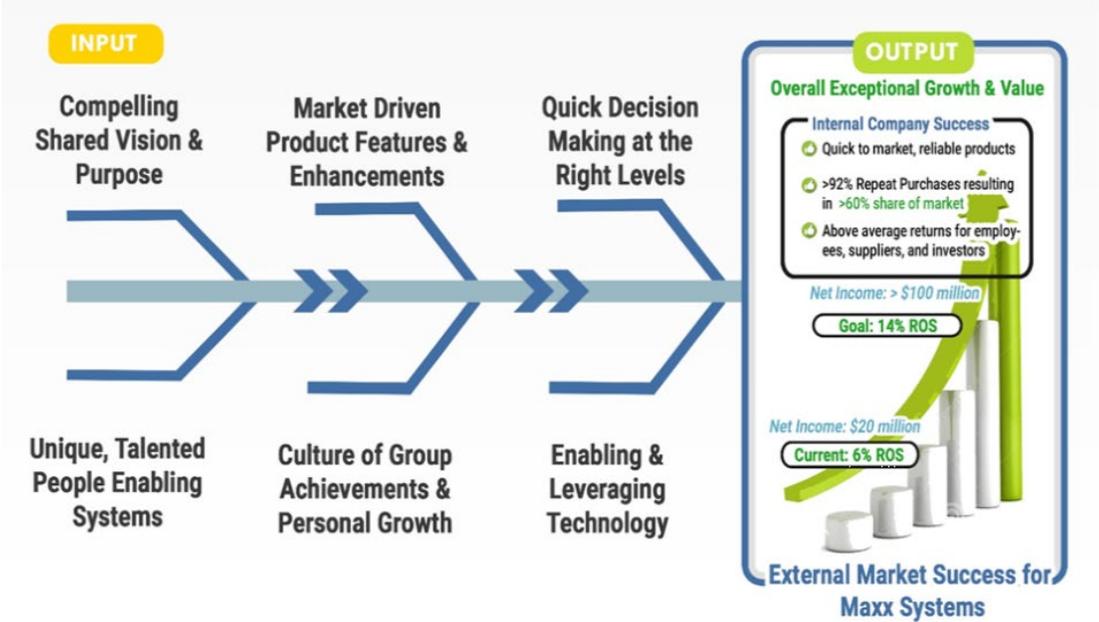


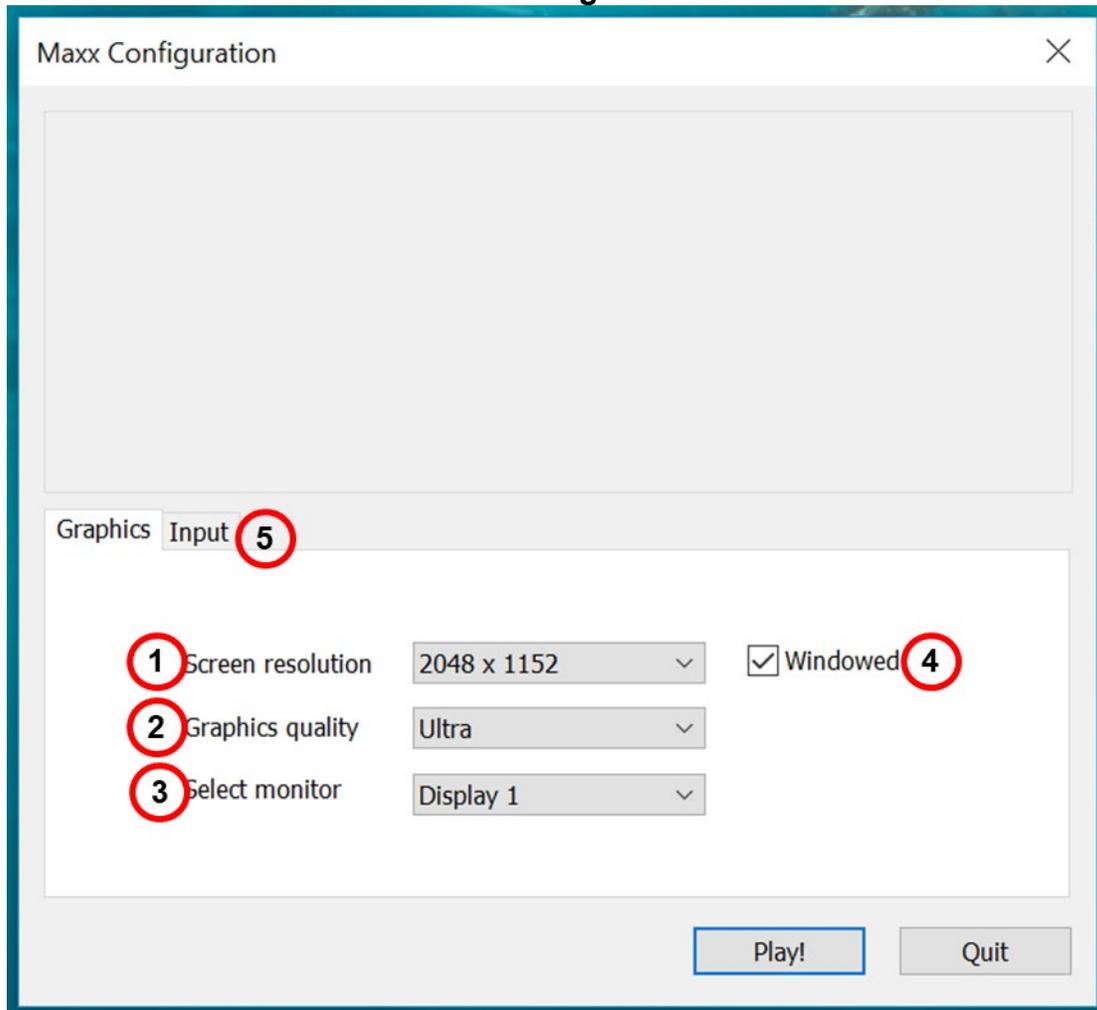
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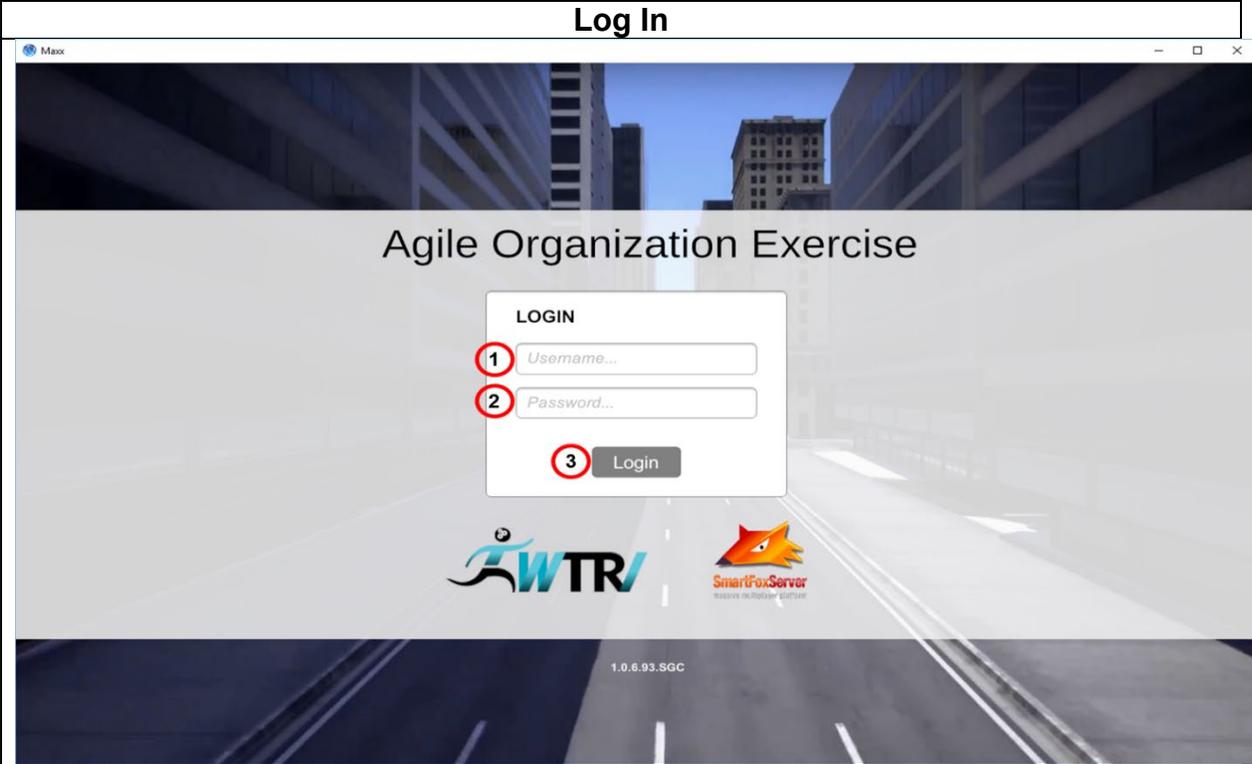
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Login to the Exercise

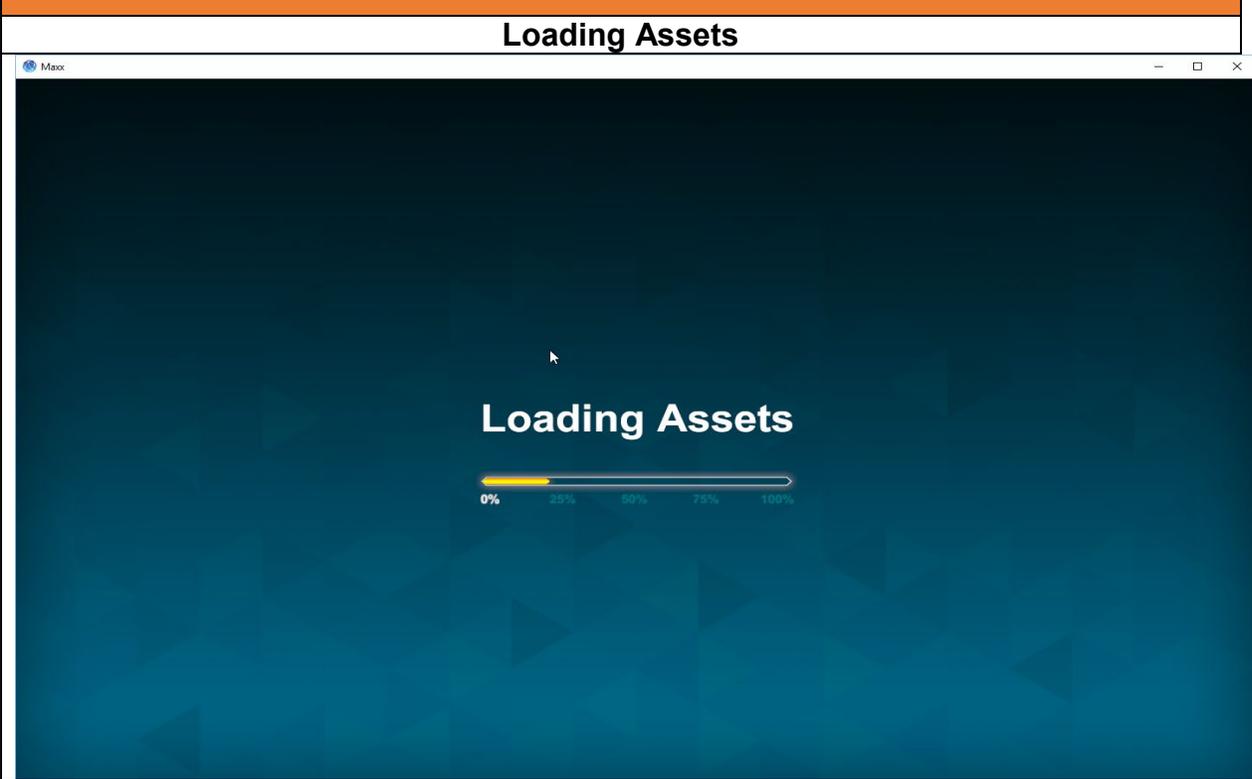
Maxx Configuration

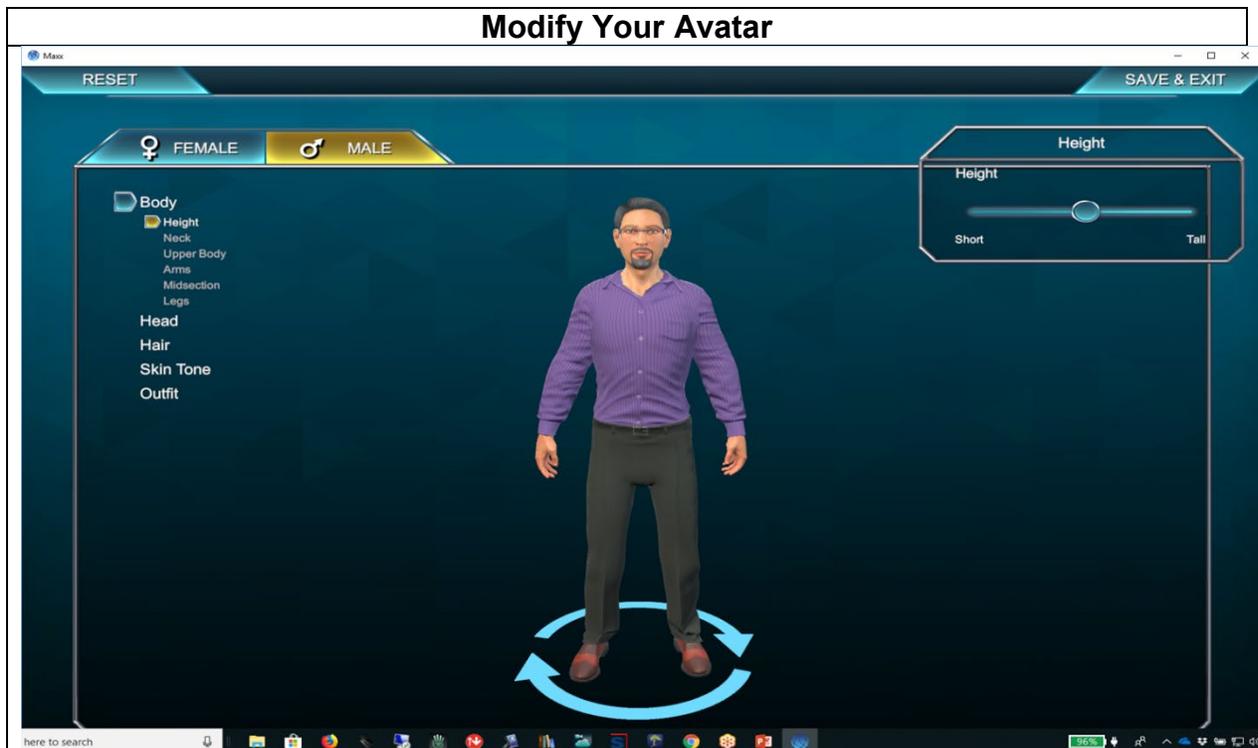


1	(screen resolution) Leave at default
2	Graphics quality can be set at “medium” in most cases. You can try higher or lower settings if you wish.
3	(select your monitor) if you have more than one
4	Leave “windowed” selected
5	Do not use the input tab



1	Enter User Name
2	Enter Password
3	Click "Login" icon





Explore changing your avatar using the options above. You can select from Male or Female, height, body types, head, hair, skin tone and outfit. Be creative, then SAVE & EXIT

Enter the Practice Room & Familiarize yourself with the HUD



Hud Icon Descriptions

1	Wendy Avatar
2	Wendy icon
3	Message button
4	Vote Button
5	Welcome button
6	Talk button
7	Meeting button
8	MiniMap button
9	Help icon
10	Schedule icon
11	Sales icon
12	Feedback icon
13	Documents icon
14	Settings icon
15	Tasks Icon
16	Transcripts icon
17	Quit icon

Wendy Avatar



Wendy icon

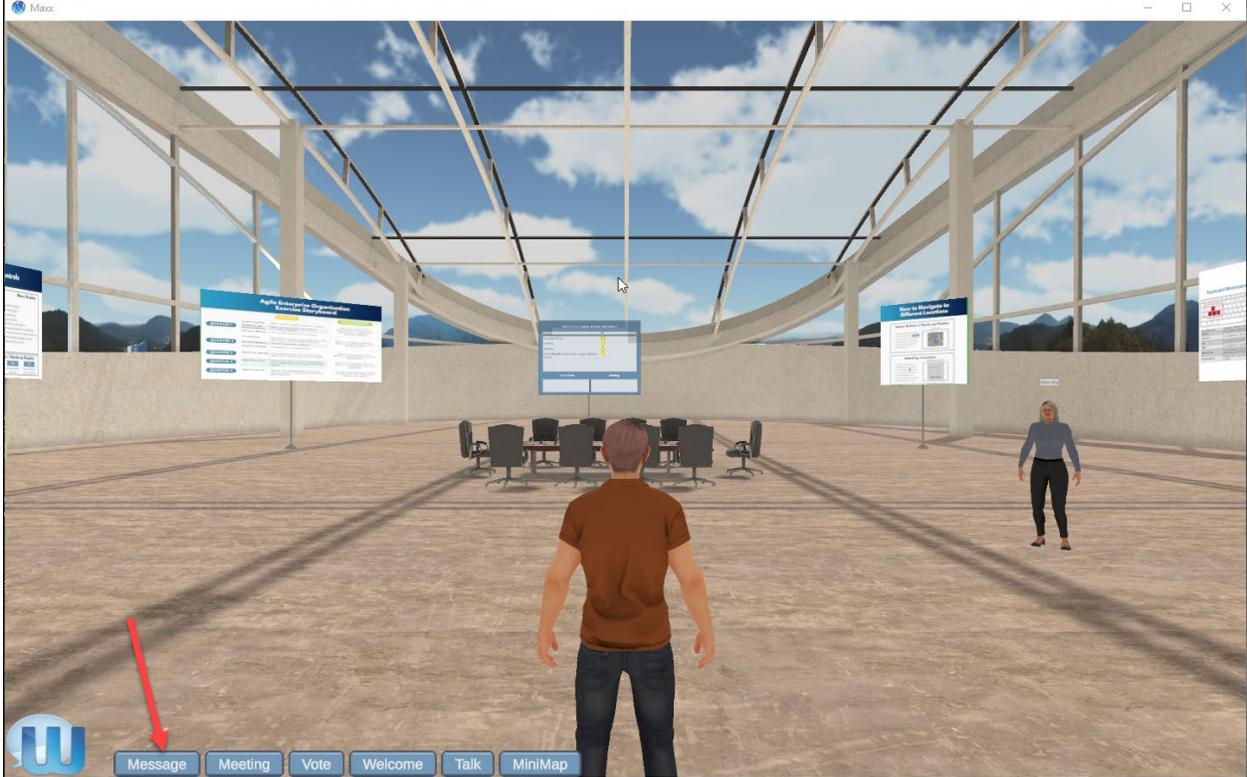


The Wendy icon will pop up a screen that has several functions on it. From top left: help, settings, quit, calendar, documents, transcripts, sales and feedback. In addition the Wendy icon will change color to give you feedback during the exercise.

1. **Blue** indicates that Wendy is SPEAKING
2. **Red** indicates that your answer is BAD
3. **Yellow** indicates that your answer is just OK

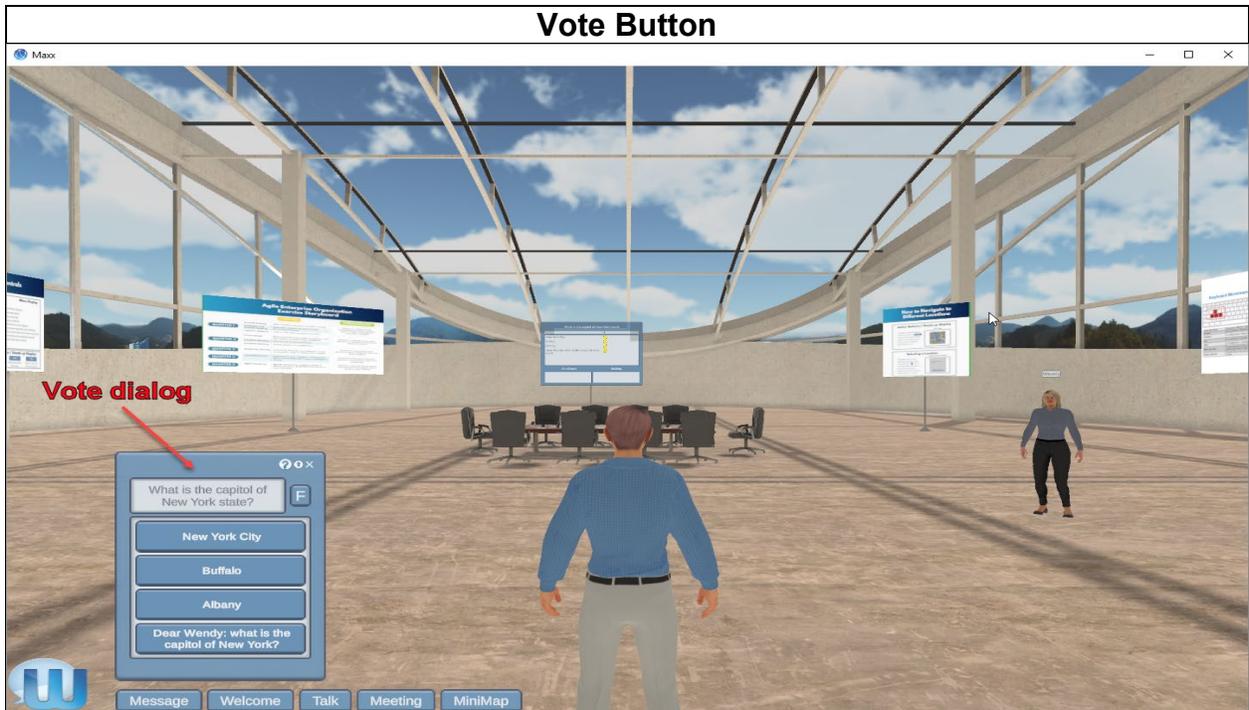
Green indicates that your answer is GOOD

Message Button

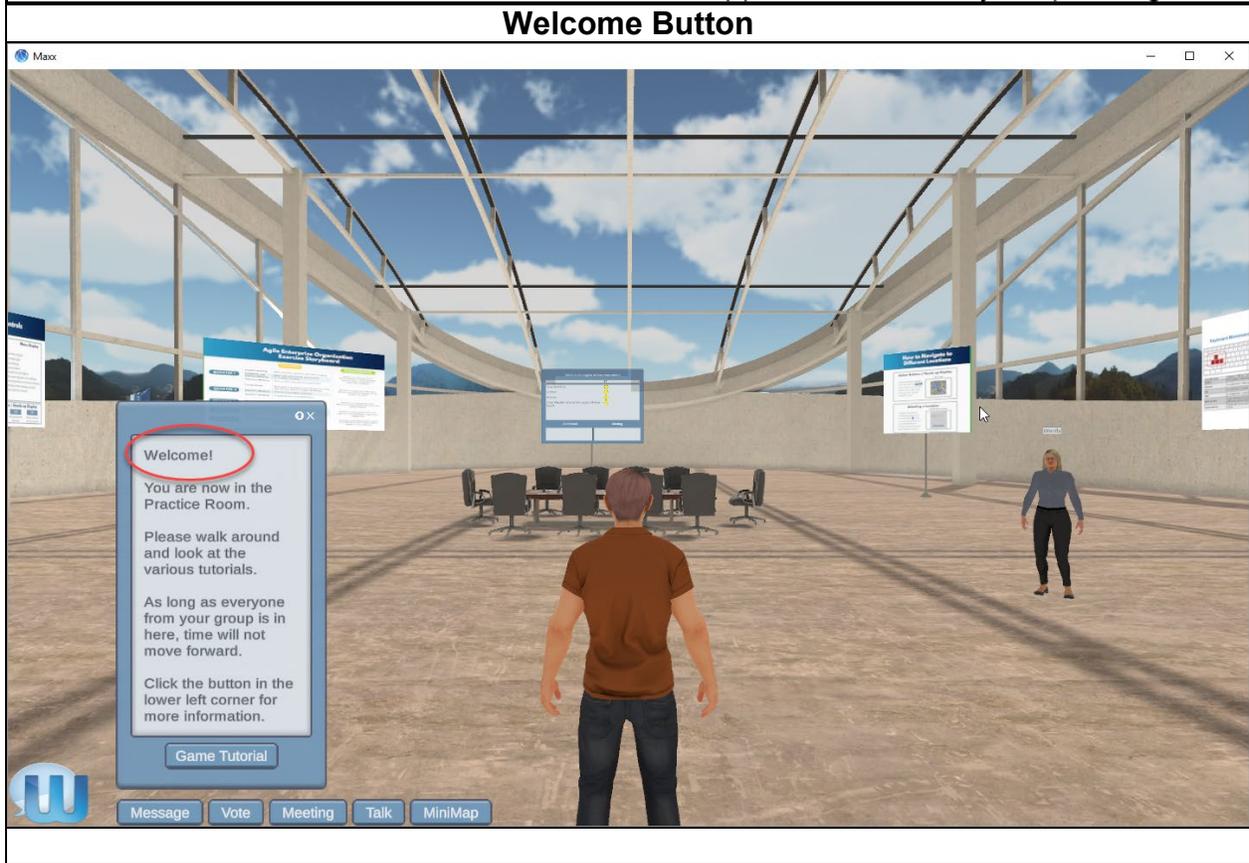


Clicking the “message” button will display the messages from Wendy.

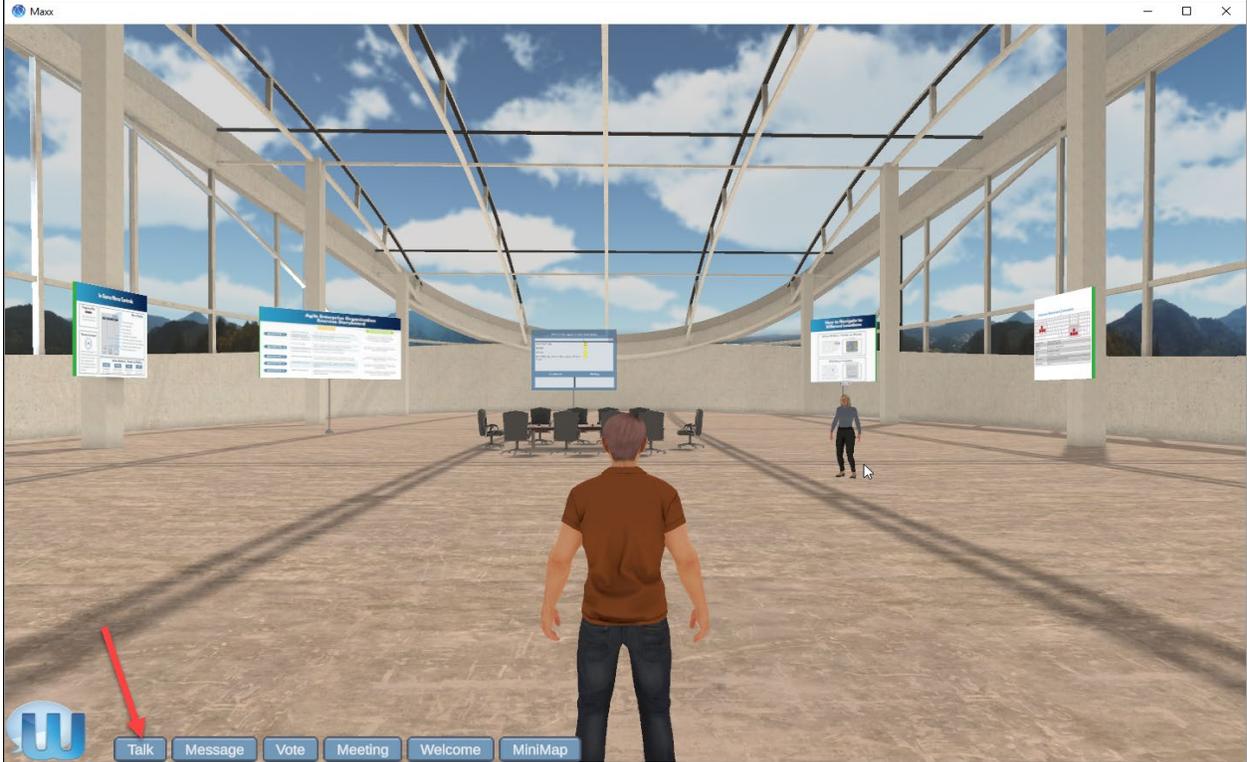




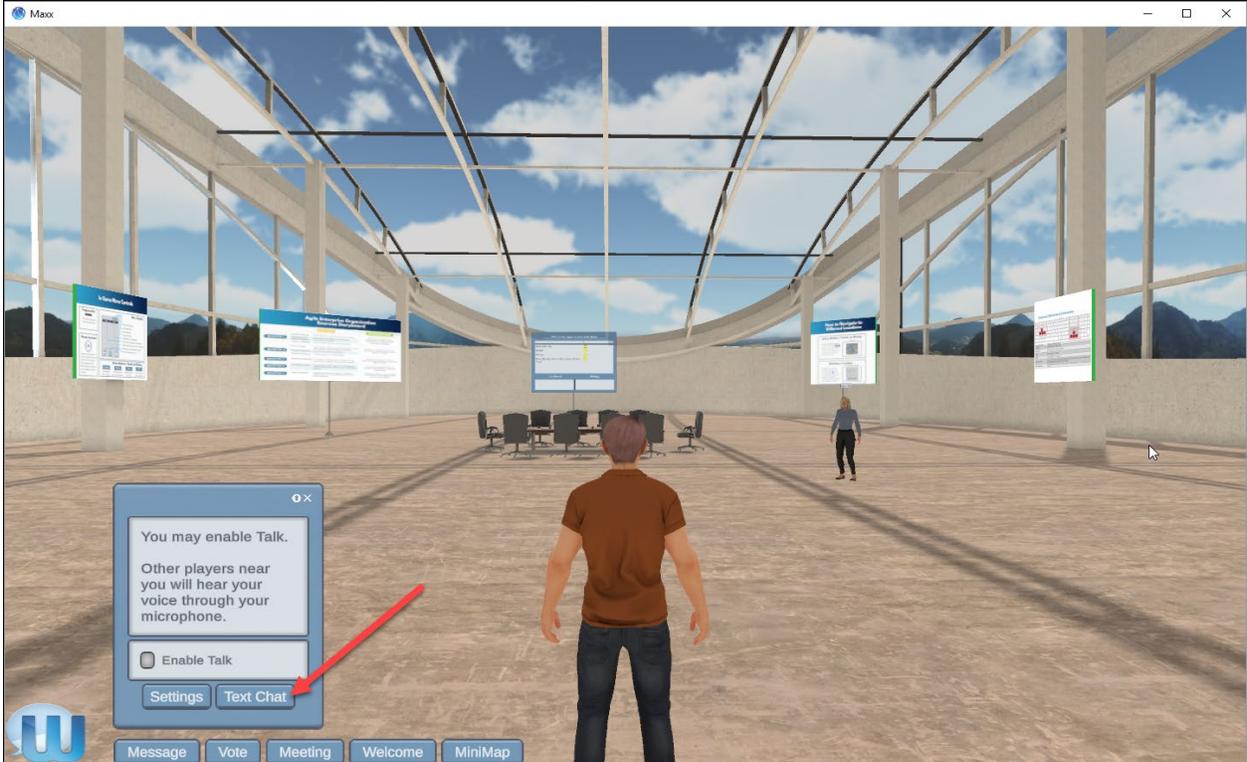
The “Vote” button will pop up a menu with a question. Select an answer and click confirmed. In the exercise the “vote” icon will not appear while Wendy is speaking.



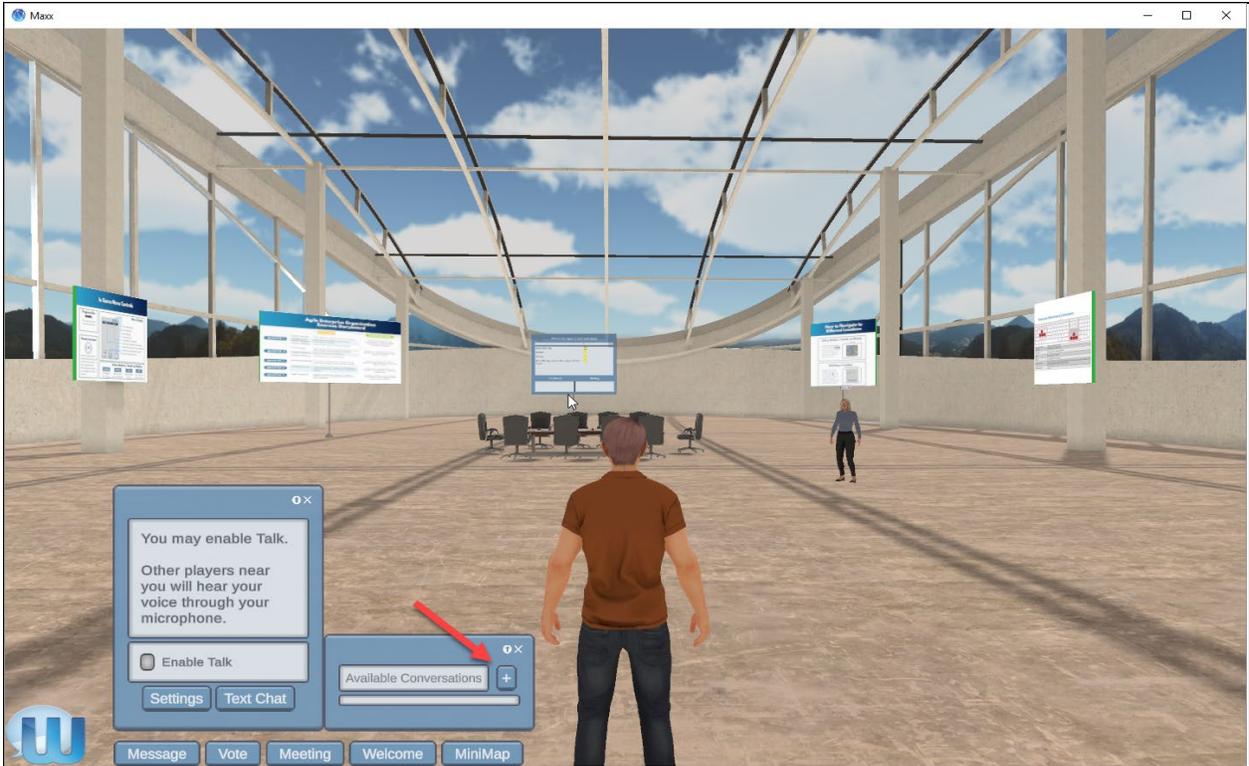
Talk Button



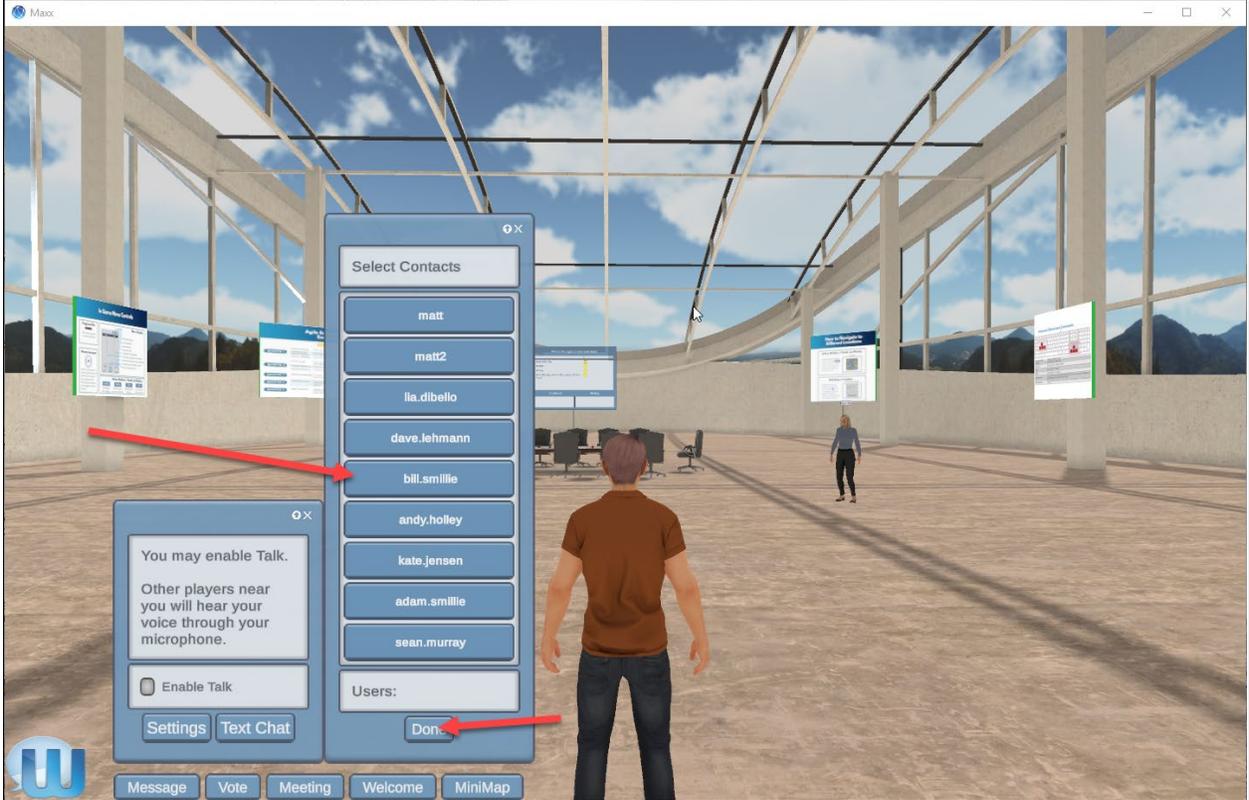
Click the talk button to open the dialog box.



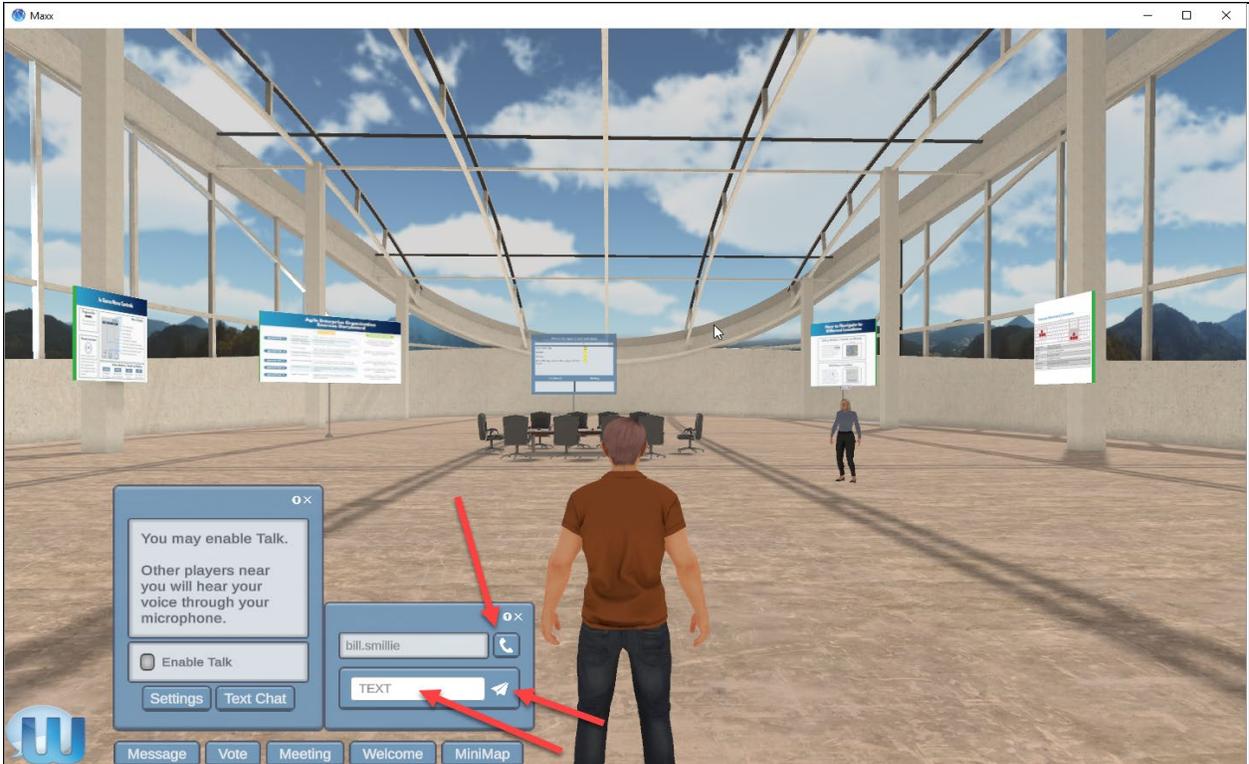
Click text chat to open the text dialog



Click the plus sign to select the recipients for your messages.



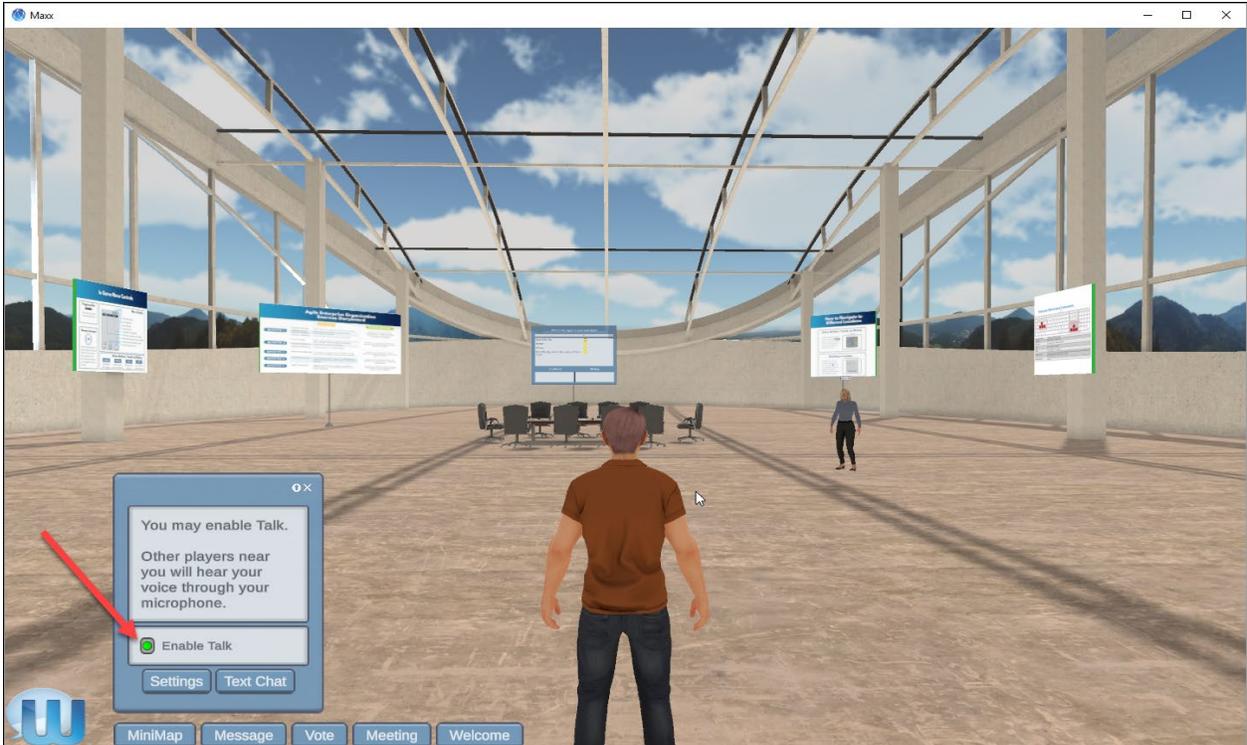
Select your recipient and then click “done”



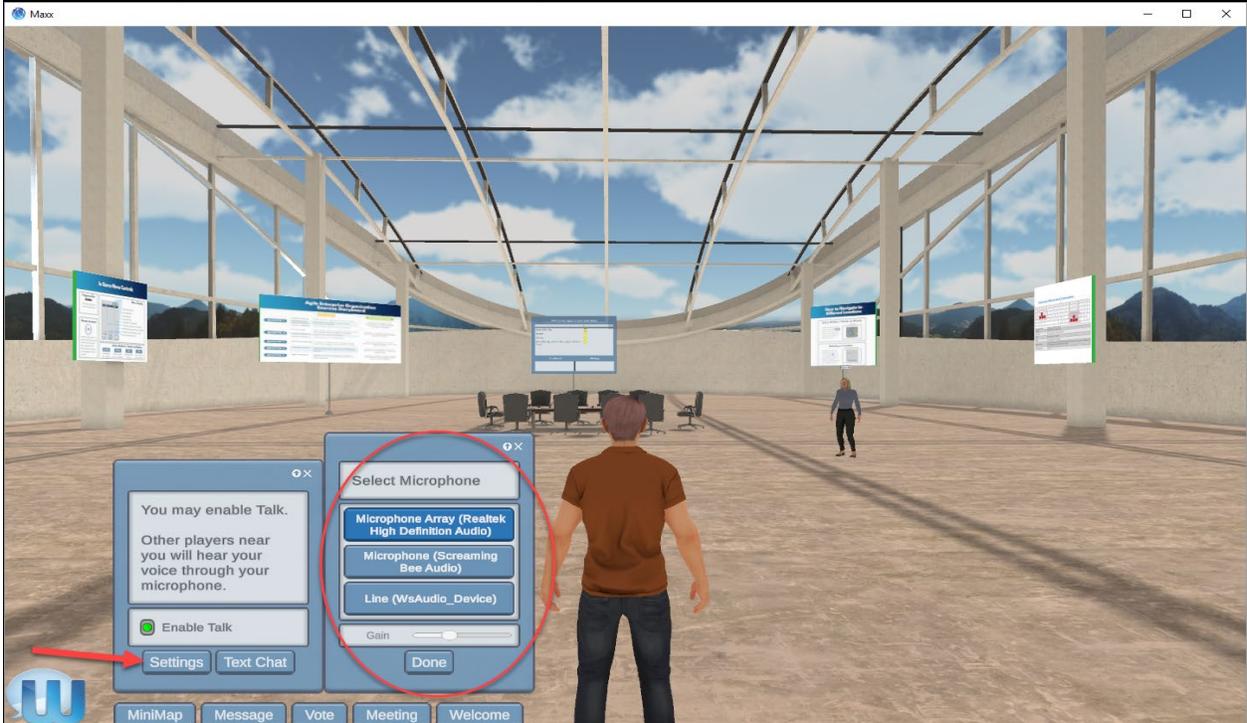
You may type your chat into the text box and then click the airplane icon to send. Clicking the telephone icon will open a voice chat dialog box.



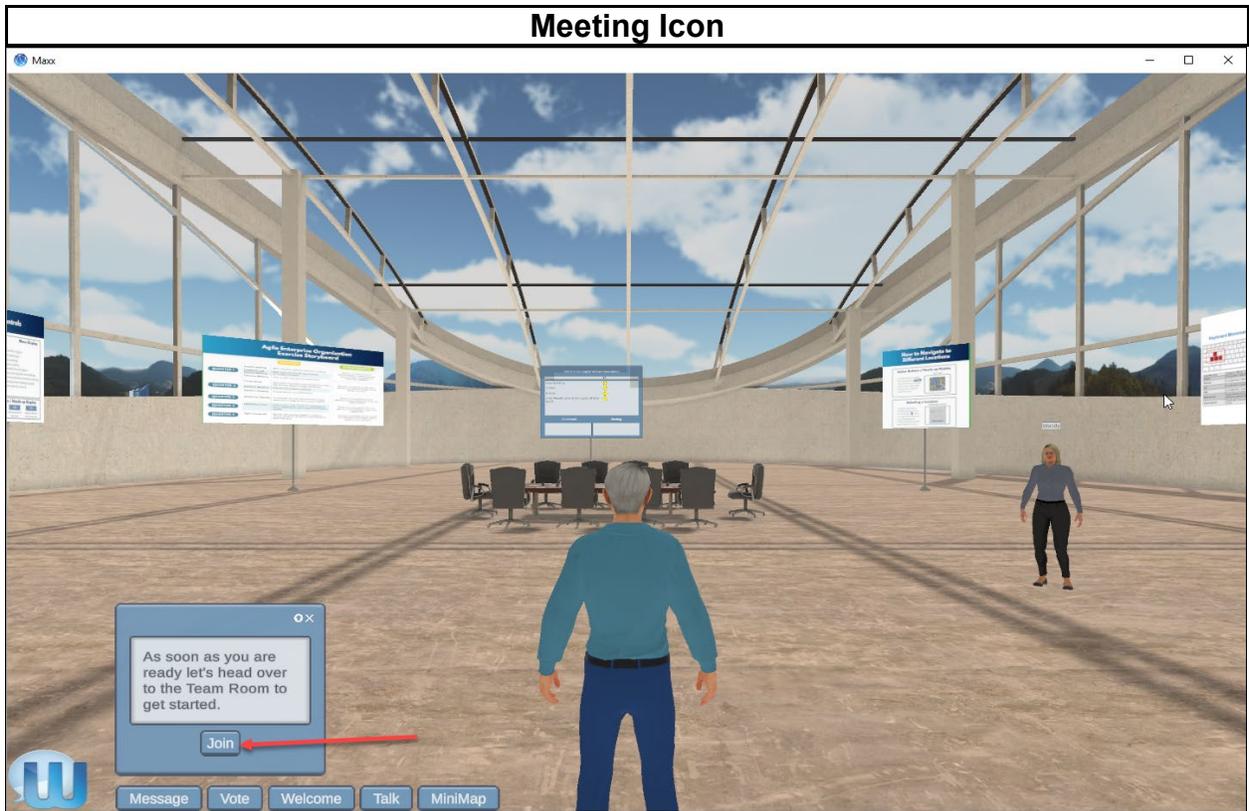
This is a private channel for you and the person you selected. Hold "T" to talk.



Enable Talk by selecting the “enable talk” check box. This is an open mike and is similar to speaking in real life. Avatars will hear you at a lower volume as you get farther away until they do not here you at all.



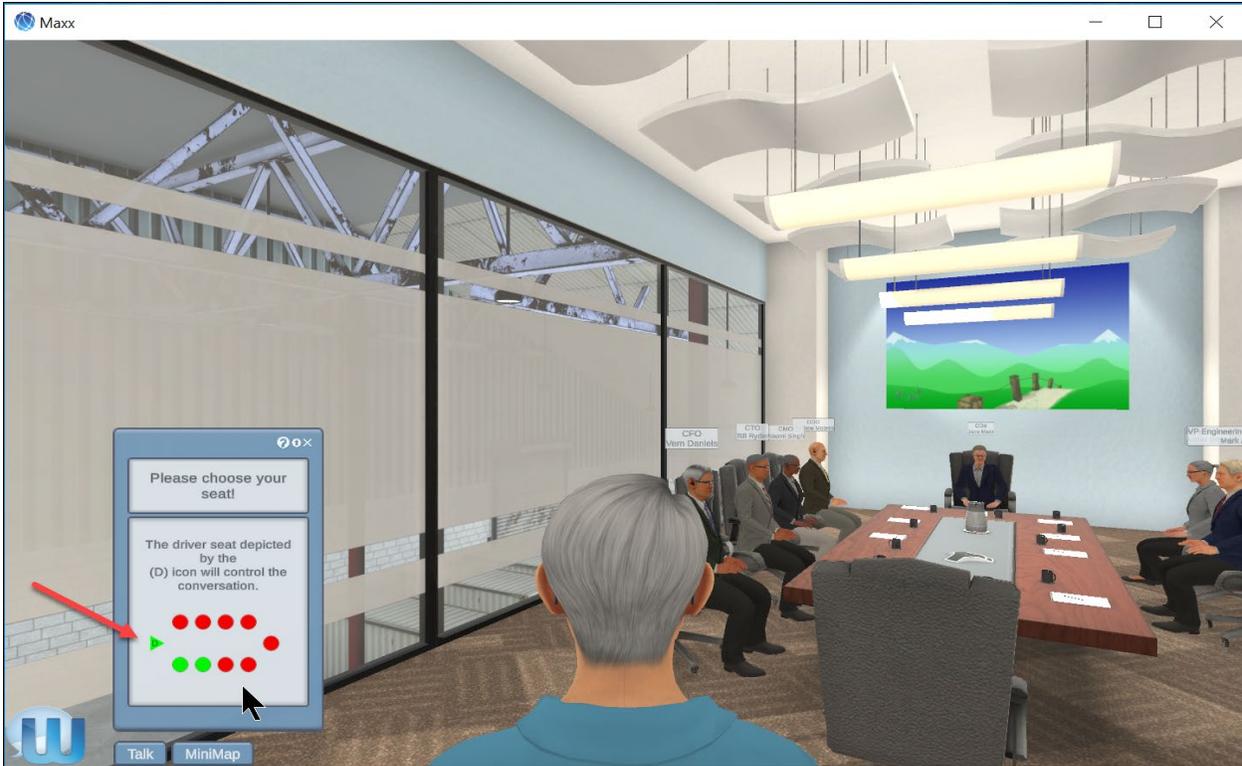
Click the settings button to select the microphone you are using (internal or external) and adjust the mike volume.



Click “ready” to begin meeting. Your Avatar will teleport to the meeting room.



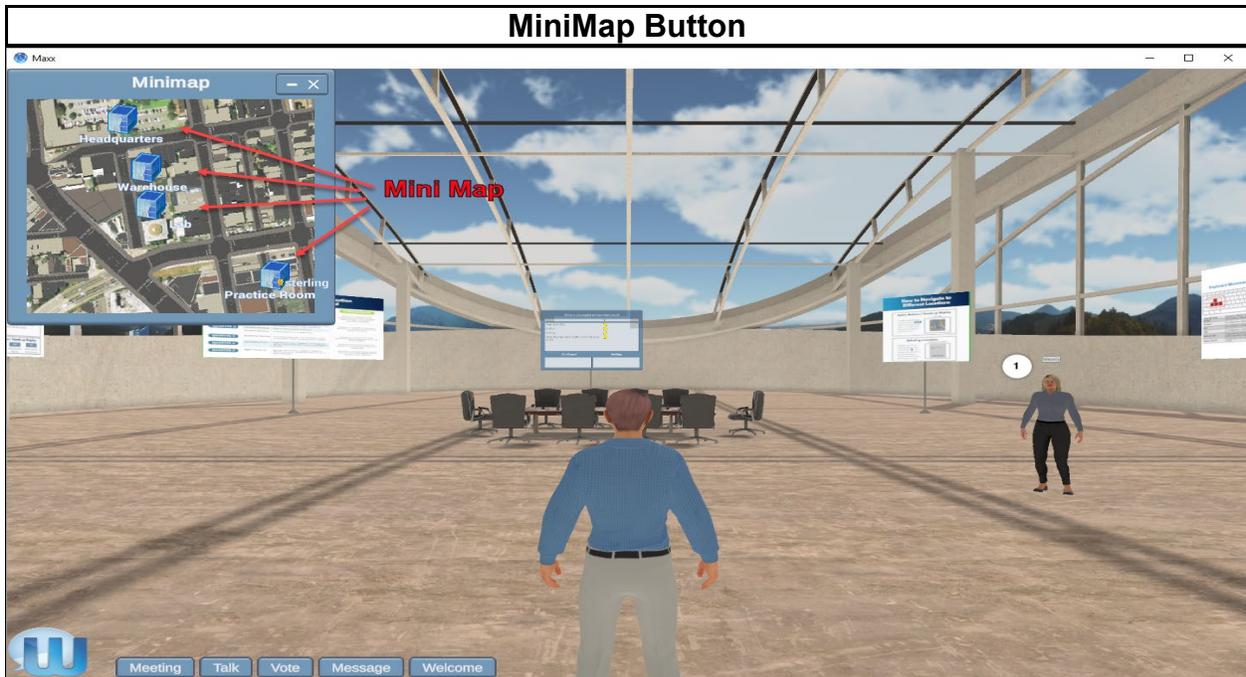
To start the meeting click on the “sit” button



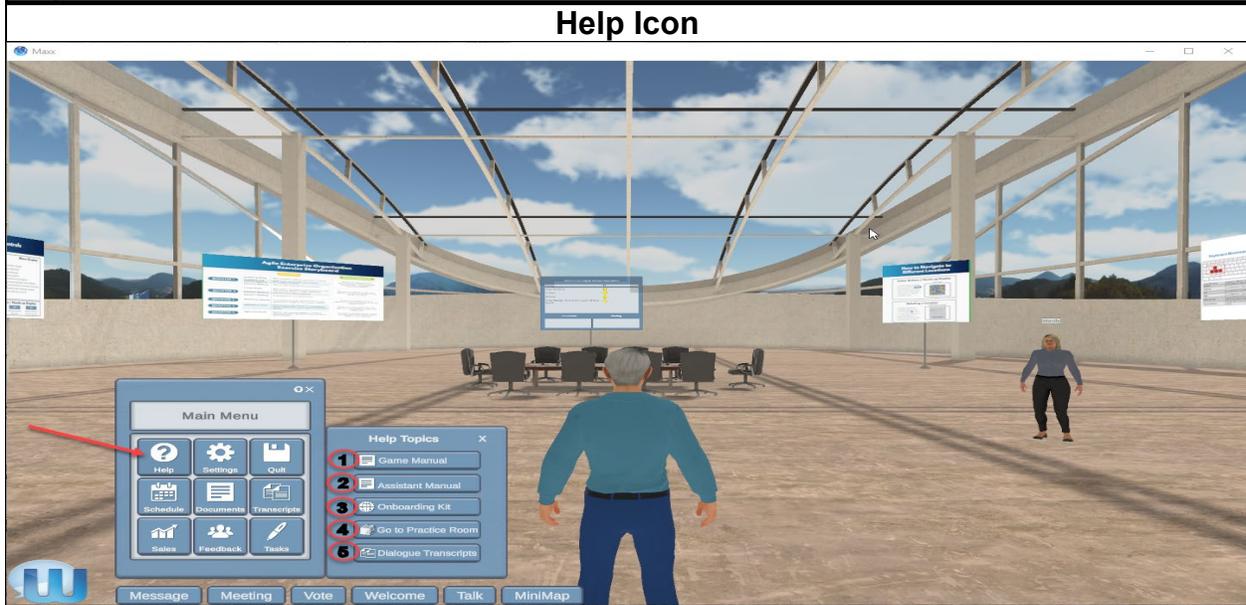
Select the seat marked "D" to start/control the conversation



To stand up click the "stand-up" button. You may also stand by moving forward. If you are in seat "D" the dialog will pause until someone sits in seat "D" again.



The MiniMap button will pop up a map of the city that you can use to travel from place to place. **Clicking any of the icons on the map will give you a menu of scenes at that location.** You can minimize the map by clicking the “-” sign or use the “X” to put the map back in the HUD



Use the Help icon to popup Help Topics

1	In App User Manual
2	Assistant Manual (not active)
3	On Boarding Kit
4	Go to the Practice room
5	Dialog Transcripts

Schedule Icon

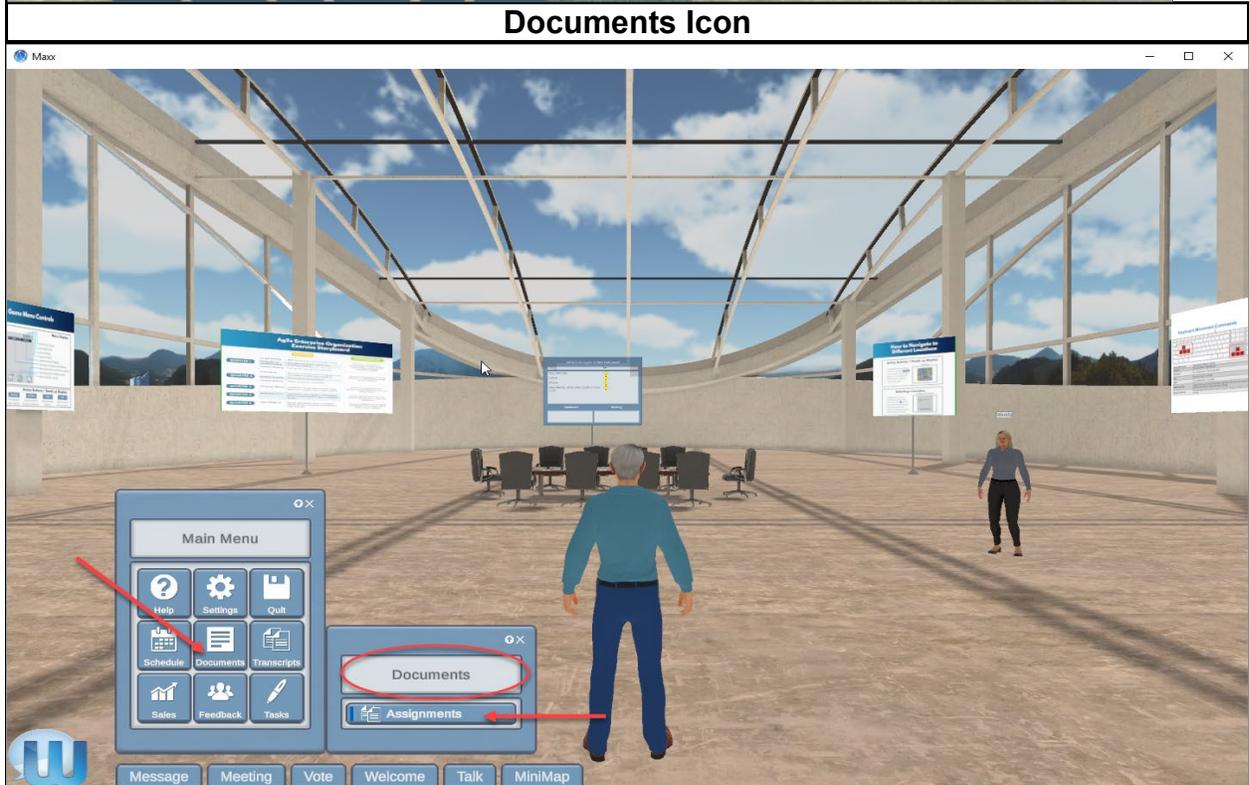
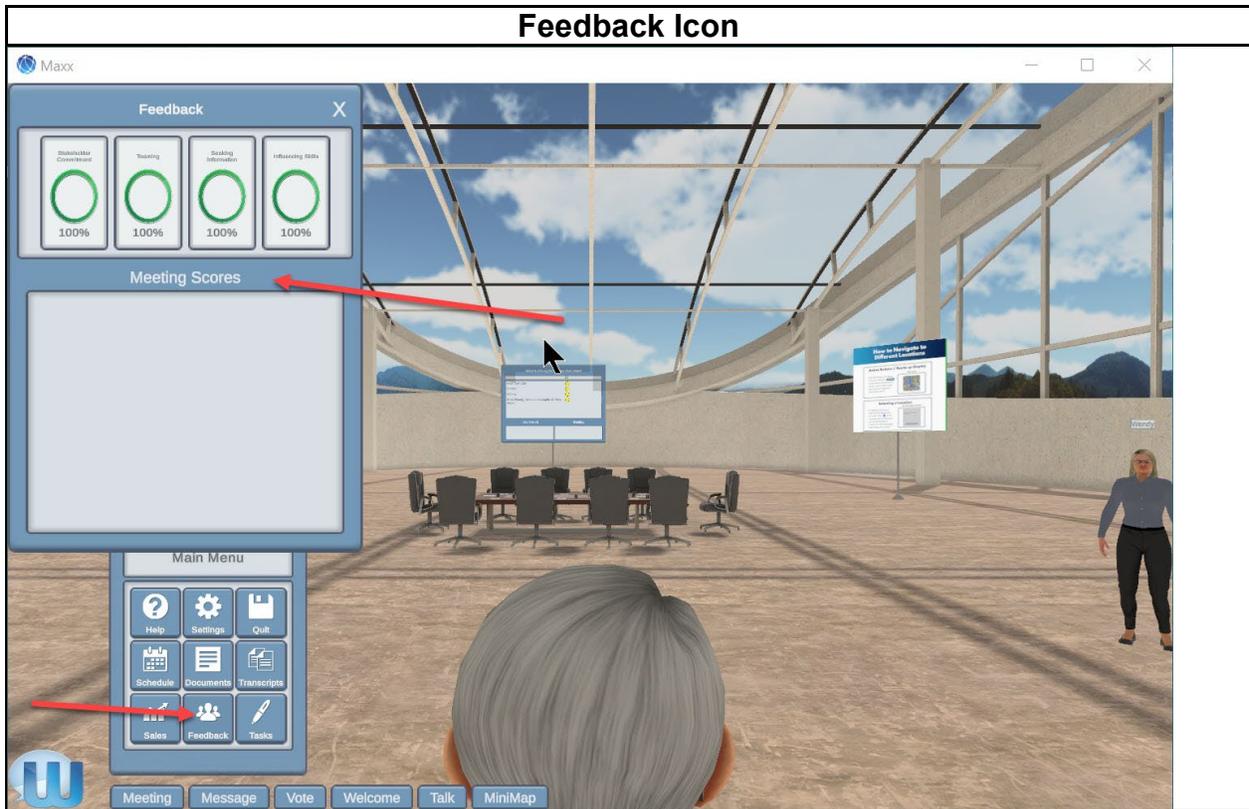


Clicking the schedule icon will pop up a listing all meetings coming up in each of the four categories listed in the buttons at the top of the screen.

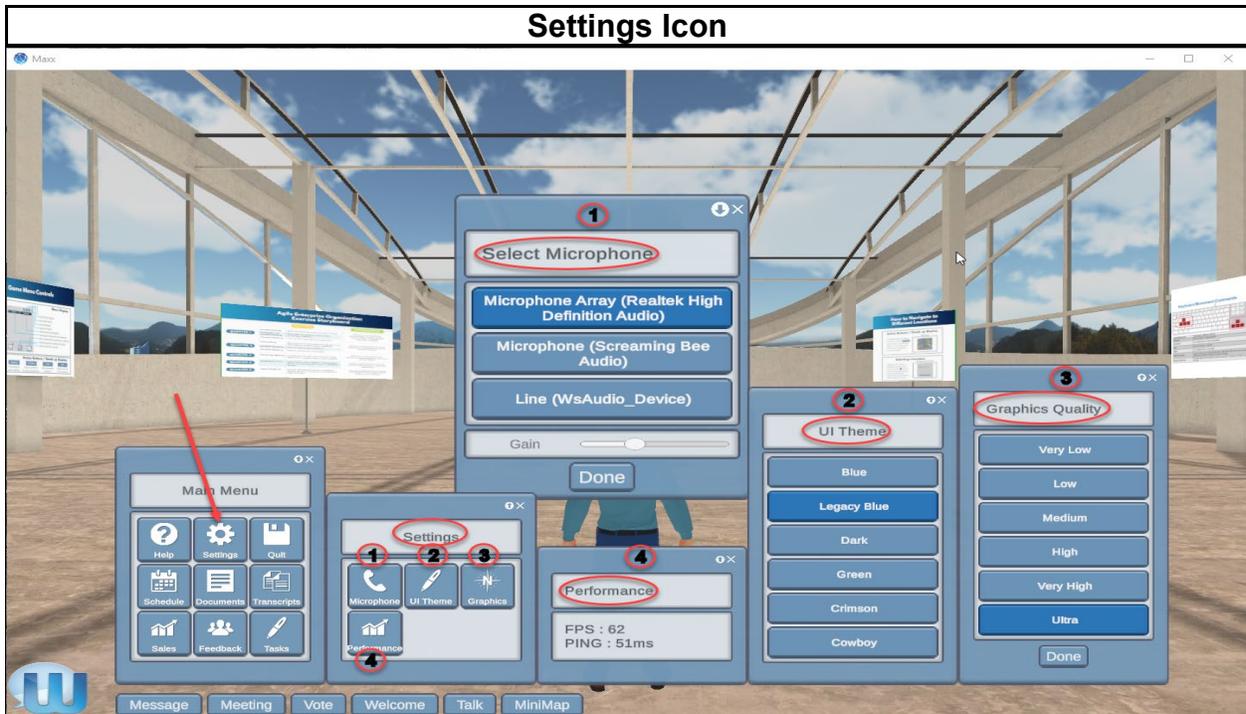
1. SDK Feature Design
2. Smart Hub
3. Network Expansion
4. Product Enhancements

Sales Icon



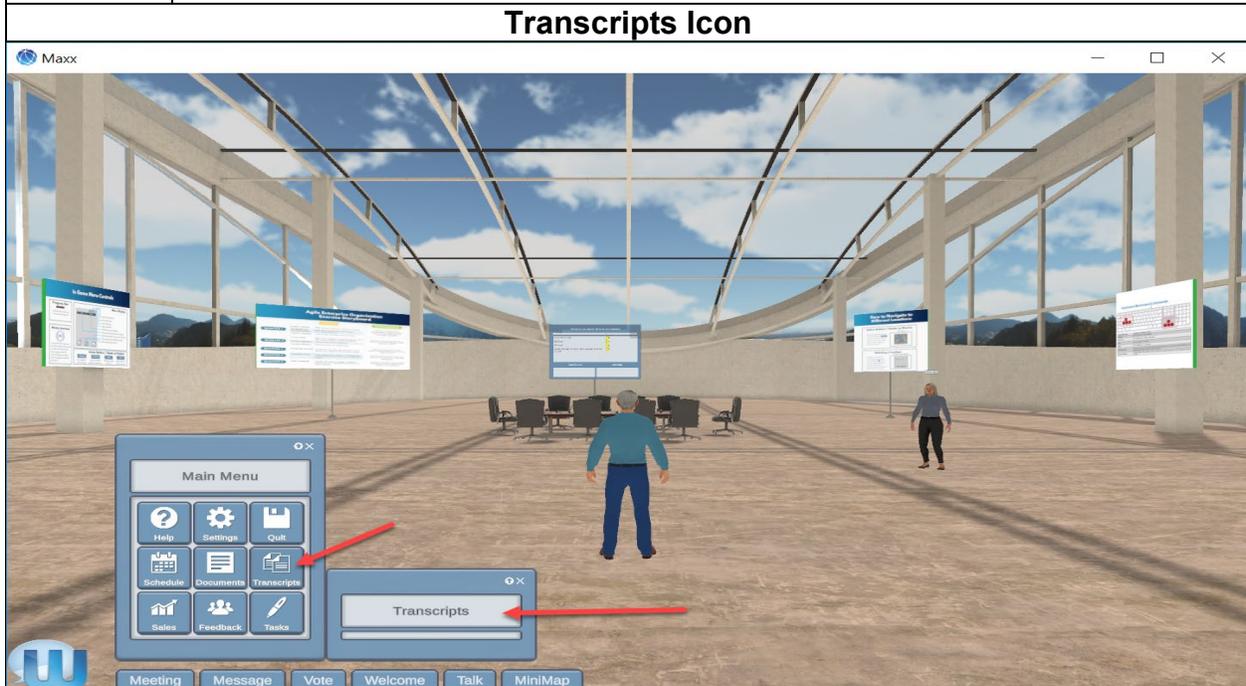


The documents icon will pop up a list of documents available at that point in time. Right now, you see listed the link to your Assignments.



Use the gear icon to pop up the **settings dialog**

1	Microphone
2	UI Theme
3	Graphics
4	Performance



Transcripts from all of the dialogs with Avatars that have occurred in the Simulation will be displayed here.

Quit Icon



Click the Quit icon to leave the exercise. All of your activity will be saved. When you return to the exercise you will be back at the point from which you left.

Go Outside



Walk towards the "Exit" door and a "go outside" dialog will appear. Click "accept" to exit the practice room

Keyboard Movement Commands

Keyboard Movement Commands



Avatar Movement	Keyboard or Mouse Control
Forward	W or Up Arrow = Move forward
Backward	S or Down Arrow = Move backwards
Left	A or Left Arrow = Look left
Right	D or Right Arrow = Look right
Bird's Eye View	To get a full view of your environment, right click and move your mouse around. Release your right mouse button to return the view to normal.
Zoom In and Out	Use the roller on the mouse to zoom in and out. Zooming in all the way for a first-person point of view.

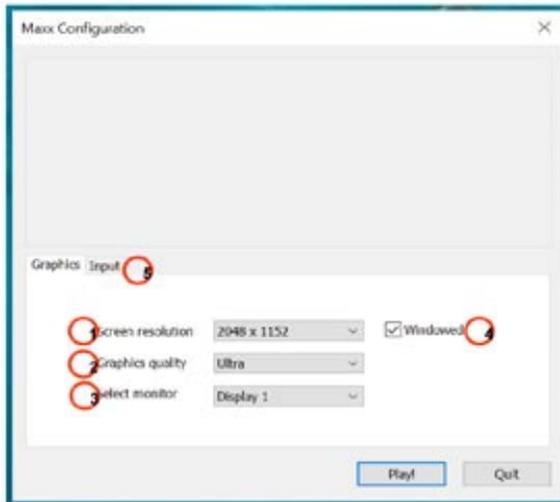
On Boarding Kit

The image shows a screenshot of the Maxx Systems Inc. website. At the top, the Maxx Systems Inc. logo is visible. Below the logo is a navigation menu with the following items: HOME, ABOUT MAXX SYSTEMS, LEADER ORIENTATION, INTERNAL DOCUMENTS (highlighted with a red box), FAQ, and AGILE EXERCISE. The main content area features a futuristic kitchen scene with a digital display showing a timer at 05:06:40 and a 'SUGGESTED MEAL' section. A blue call-to-action button labeled 'GET IN TOUCH' is overlaid on the image. At the bottom of the page, there are three columns of text: 'ABOUT THE COMPANY' (Learn more about the stakeholder and vision from the owners of Maxx Systems.), 'PROJECT GOALS AND VISION' (Learn more about the team and background for your endeavor.), and 'PROJECT DOCUMENTS' (View additional documents of crucial importance to the team project.).

Go to "internal documents" for all on boarding materials

In App User Manual

Setting up Maxx Configuration



- 1 Change Screen Resolution**
- 2 Graphics Quality**
(Select Medium)
- 3 Select Monitor**
(If more than one)
- 4 Windowed Option**
(Check yes for non-fullscreen)
- 5 Input**
(Do not use input tab)

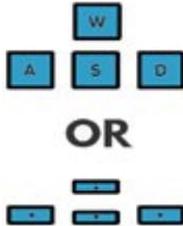
Character Creation



This character will be used by you in game and will be visible for other players. You can change this avatar anytime when logging in.

Keyboard Movement Controls

Move Character



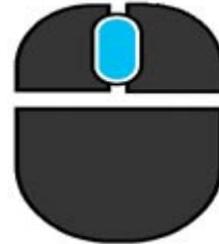
Move your character by using the following keyboard characters. Either controls work.

Bird Eye View



To get a full view of your environment, right click and move your mouse. Release the right mouse button to return the view to normal.

Zoom In/Out



Use the roller on the mouse to zoom in and out. Zoom in all the way for a first person point of view.

In Game Menu Controls

Wendy Assistant

A resource tool that opens up the Menu display. Allows you to view tasks pertinent to your team, progress, calendar events, dialogue transcripts, and messages sent between your team.



Menu Display

- | | |
|---------------------------------|-----------------------|
| ① View Help Menu | ⑨ View Tasks for Team |
| ② Open up Game Settings | ⑩ Expand window |
| ③ Save and Quit Game | ⑪ Exit |
| ④ View Work Schedule | |
| ⑤ View Important Documents | |
| ⑥ View Transcripts | |
| ⑦ View Current Return on Sales | |
| ⑧ View Feedback on Team Metrics | |



Action Buttons / Heads up Display

- Speak in real time with participants
- Make group based decisions
- Teleport to different locations of importance
- Talk to other users in-game



Onboarding Kit Website



Important documents relevant to the project can be found at the Internal Documents tab at the Onboarding Kit Website.

This can be accessed through the Help Topics or through Documents.

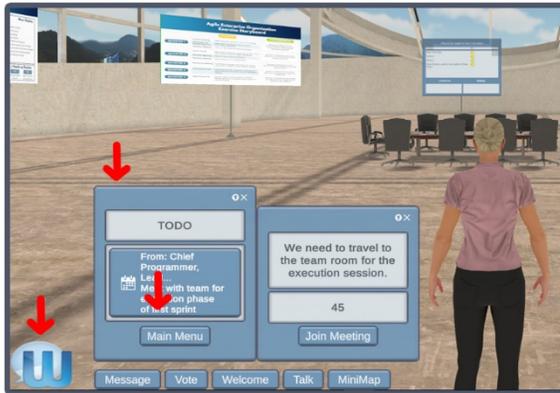
Accessing Help Topics



Pressing the Help button inside the main menu will open a list of help manuals and useful resources. Any questions or tutorials regarding Maxx can be found here.

You can also navigate to the Onboarding Kit, a website created by Maxx to help your team find more information about your assignments, company, and the team.

To Do List



Pressing the Wendy icon opens up a todo list, reminding you and your team of the different assignments, documents, performance metrics, and meetings that are pertinent to a specific module.

Clicking on "Main Menu" will exit out of the todo list and take you to the Wendy desktop.

Participating in Team Meetings

1. Starting a meeting

To start a meeting, walk up to a table placed in a conference room.

A button will appear nearby the conference table. Click on the "Sit" button to begin.



2. Choosing a seat

A box will appear with directions. Select a seat in relation to the conference table.

The triangle icon refers to the decision maker (driver) for each meeting. You will need to choose who will be the decision maker amongst your team members.

To confirm your seat choice, click on the triangle or circle neon buttons.



3. Confirm seating

Your confirmed selection will be highlighted in red, as shown above. After selecting a seat, you will be automatically be led to the seat that you have assigned.

The meeting will begin once everybody has chosen a seat and a driver has been chosen.



Voting in Game



Pressing on the Vote button will open up a decision that your team will be expected to vote on. These questions are relevant to the project and will drive your team's development.

Every player will have to vote, but results will not be shown until after voting is finished.

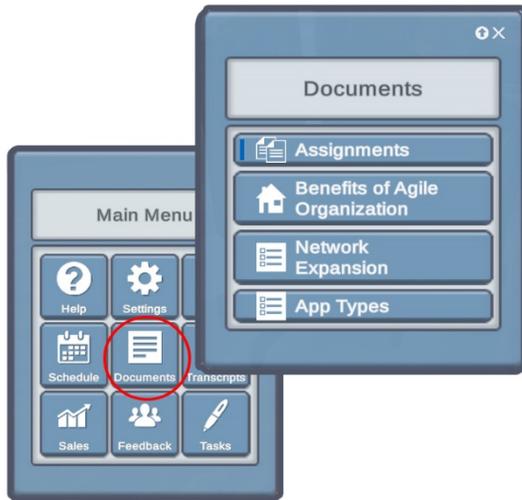
Calendar Scheduler



Viewing the Calendar allows you to see past, present, and upcoming meetings pertaining to the part of the module you are in.

Clicking on an individual event will allow you to view dialogue transcripts, metrics and feedback on team responses, as well as a summary of the event.

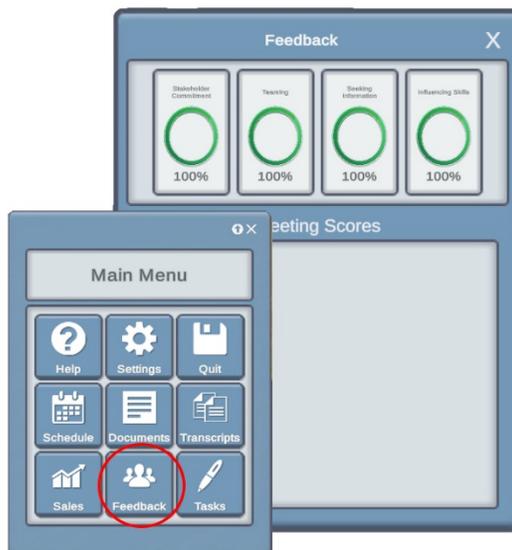
Accessing Documents



Pressing the document button in the Wendy menu will allow you to access the Document Viewer.

Here you can access the assignments and other important documents that you might receive during the exercise.

Feedback



Feedback allows you and your team to view dynamic changes to your progress in specific categories as a direct result of the decisions you make in game.

As your team goes through more meetings, you will be able to view where your team has strengths and weaknesses in each respective category.

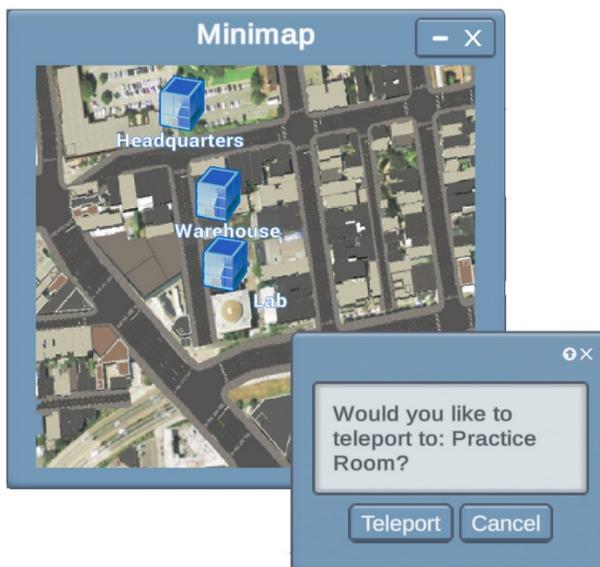
Sales Projection



As group decisions are made throughout each module, Maxx's return on sales change dynamically.

Check back on Maxx System Performance regularly to make sure that your team is achieving your target goals.

Teleporting inside Maxx



To teleport to different places in the city, select the minimap button on the lower left hand side of the screen. This will open up the Minimap on the upper left hand of the screen.

Navigate to a location by selecting any blue building on the minimap. After the selection, select Teleport and you will be sent to your desired location.