Into the Scrum: Adopting Agile Project Management for Archival Processing
Waterfall project management

Linear progression of activities

Plan → Design → Build → Test → Production

It is possible to plan for large projects

It is possible to protect against late changes

Language courtesy Istvan Fulop, Loft 9 Consulting
Image: Snoqualmie Falls, 1921. Item 1829, Engineering Department Photographic Negatives (Record Series 2613-07), Seattle Municipal Archives. (CC 2.0)
### Waterfall project management

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<th>Phase</th>
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<td>Requirements Gathering</td>
<td>Design</td>
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**2016**
Agile project management

- Iterative development
- Incremental improvement
- Responsiveness to changing user requirements

Footrace finish line, 1925. Item 64015, Ben Evans Recreation Program Collection (Record Series 5801-02), Seattle Municipal Archives. (CC BY)
The Agile Manifesto

**Individuals and interactions** • processes and tools

**Working software** • comprehensive documentation

**Customer collaboration** • contract negotiation

**Responding to change** • following a plan

The Agile Manifesto: http://agilemanifesto.org/
What does this have to do with processing?*

Archival processing ≠ software development

Don’t go chasing (processing) waterfalls

Needed: extensible approaches to Extensible Processing*

*H/T to Dan Santamaria, Extensible Processing for Archives and Special Collections: Reducing Processing Backlogs, (ALA Neal-Schuman, 2015). Image: Women working in City Light office, 1954. Item 78663, City Light Photographic Negatives (Record Series 1204-01), Seattle Municipal Archives. [CC 2.0]
Tools and processes for Agile projects

- Daily Scrum
- Project backlog
- Velocity
- Agile
- Product Owner
- Burn-down chart
- Epic
- Self-organizing teams
- Blocker
- Kanban board
- Acceptance criteria
- Self-organizing teams

**OPPORTUNITY:**

Make the arrangement and description of archival materials more **iterative**, **extensible**, and **responsive** to user needs.

- Assist in project oversight
- Minimize overhead for project team
- Enhance transparency and visibility
Into the Scrum!

What did you do yesterday?

What will you do today?

What challenges/blockers prevent you from completing your work?

Seattle Seahawks, 2000, Item 177017, Fleets and Facilities Department Imagebank Collection (Record Series 0207-01), Seattle Municipal Archives. [CC 2.0]