

DSDM Project Health Checklist		Information Sources										Project Priority	
Key Area	Question	Exec Sponsor	Visionary	Ambassador	Advisor	Project Mgr	Tech Co-ord.	Team Leader	Developer	Tester	Facilitator	Scribe	(M/S/C/W)
Background	Overview of project history and subjective assessment of issues by project manager					X							
Roles	Are all DSDM roles allocated to the team?	X	X	X	X	X	X	X	X	X	X	X	
	Do all team members understand their roles and responsibilities?	X	X	X	X	X	X	X	X	X	X	X	
	Do all team members carry out their responsibilities?	X	X	X	X	X	X	X	X	X	X	X	
Sponsorship	What is the status of senior management involvement, commitment, and satisfaction?	X	X			X							
	Is the project visible through frequent deliverables?	X	X		X	X							
User Expectations	How satisfied are users with progress to date?	X	X	X									
	How well are user expectations being managed?	X	X	X									
User Involvement	How is user involvement being done?			X		X		X					
	Is it working?			X	X	X		X					
	Do we have all the right users?		X			X		X					
Empowerment	Are the users empowered?			X				X					
	Is the team self-directed?			X		X	X	X					
	How does escalation work, if at all?	X	X	X		X		X					
Team Structure	What is the project team structure?					X							
	What is the size of the team(s)?					X							
	Do the team(s) have the right skills?					X	X	X					
	Is there any outsourcing? How is it managed?					X	X						
	Is the team collocated? Or else how is this managed?			X		X		X					
	Is the physical environment suitable?			X				X	X	X			
	Are team members fully dedicated?			X	X	X	X	X	X	X			
Team Dynamics	Are the team goals clearly defined and understood?			X				X	X	X			
	How well does the team work together?			X				X	X	X			
	How is team morale, enthusiasm, commitment?			X		X		X	X	X			
	What is the turnover?					X							

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Training	Have all project members received training?	X	X	X	X	X	X	X	X	X	X	X	
	Do all project members buy in to the philosophy and approach?	X	X	X	X	X	X	X	X	X	X	X	
	Is there effective mentoring on the project?	X	X	X	X	X	X	X	X	X	X	X	
Workshops	Are workshops used?					X							
	How effective are workshops?		X	X		X		X	X	X	X	X	
	Is facilitation truly independent?			X		X					X		
Prioritisation	Are priorities being adhered to?	X	X	X		X							
	Are Must Have requirements really Must Haves?		X			X	X	X					
	Do all users buy-in to the priorities in the plan?	X	X	X									
	How much reprioritisation has been done and how?			X		X		X					
Timeboxing	Are timeboxes at right level of granularity?					X		X					
	Are timeboxes being respected?					X		X					
	Do timeboxes have a good mix of must, should, and could?					X		X					
	How much functionality is being passed between timeboxes and of what priority?					X		X					
	How is the end of timebox process working?		X			X		X	X	X			
Prototyping	Is iterative prototyping taking place effectively?			X			X	X	X				
	Are the prototyping controls being followed?							X					
	Are the iterations (investigate, refine, consolidate) being followed?							X					
Products													
	Have the DSDM products been tailored?					X							
	Is product quality satisfactory to users?		X	X	X								
	Do the products meet their DSDM quality criteria?					X							
	Have non-functional requirements been considered?		X	X		X	X	X					
	Is appropriate documentation produced?	X	X	X	X	X	X	X				X	

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Reviews	How are prototypes reviewed?			X			X	X					
	Are comments from reviews being incorporated?			X			X	X					
	How were reviews documented?			X				X	X			X	
	How were deliverables accepted?			X		X		X					
Technical	Is the development environment appropriate for DSDM?					X	X	X	X	X			
	Is the infrastructure in place? Familiar to the team?					X	X	X	X	X			
	Are technical standards defined and followed?					X	X	X	X	X			
Lifecycle	Is the lifecycle being followed?					X							
	Has the life-cycle been tailored?					X							
	Is the suitability/risk list used effectively?	X				X							
Project Management	Is the project management style appropriate to DSDM?	X	X	X	X		X	X	X	X	X	X	
	How is the project's governing body working?	X	X			X							
Planning	Are DSDM planning deliverables produced: is there an outline plan, outline prototyping plan, implementation plan?					X							
	Are estimates realistic? How are estimates done?					X		X	X	X			
	Is project resourced as planned?					X							
Change Control / Configuration Management	Is backtracking done where necessary?					X	X						
	Is there a change control process? Is it followed?					X							
	Is the change control process too bureaucratic?			X		X		X	X				
	Are products baselined?					X							
	Is there a configuration management process? Is it followed?					X	X						
	Are reprioritisations fed into the change control and configuration management processes?			X		X	X						
Risks and Issues	Have risks and issues specific to DSDM been identified?					X							
	Are risks being managed proactively?	X	X			X							
	Are issues being managed?	X	X			X							

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Testing	Is there a Test Strategy? Is it followed?					X	X			X			
	Who is involved in testing?			X	X		X	X		X			
	Are the testing principles being followed?					X	X			X			
End of increment	Have all requirements omitted in the increment been identified?	X	X	X		X							
	Is there sufficient information to decide to proceed with further development?	X				X							
	Have all lessons learned been documented?					X	X					X	