

TYPICAL DAILY STAND UP SCRIPT FOR SCREAM

SCREAM MASTER
(FACILITATOR)

Good morning, everyone! It's [exact time, e.g., "9:00 AM"], and as we always do, let's kick off our daily check-in. Please keep your updates concise; we have 15 minutes.

Check-In

2 minutes

Let's start with a brief mood check. In one word, how's everyone feeling today?

Trainees provide a one-word check-in.

Task Check

7 minutes

Let's move on to our Kanban board (or Trello if online).

Trainee 1: "I'm currently working on [specific task]. I hope to complete it by [time]."

Trainee 2: "I started [specific task] yesterday and am aiming to finalize it by [time/date]."

Proceed until all trainees have shared.

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Impediments

5 minutes

Thanks for those updates. Now, let's discuss any roadblocks. Does anyone need help or support with their tasks?

Trainee X: "I'm having issues with [specific problem] on [specific task]."

Trainee Y: "I can assist with that; I faced something similar last week."

Review & Closing

1 minute

Great! So, today we've set clear targets and helped address some challenges. Remember, the objective is collaboration and learning. Keep the bigger picture in mind and rely on your peers. We're all in this together.

Quick Tool Tip

If online, 1 minute

A quick tip for those new to Trello: Remember to move your cards to the "In Progress" column once you start and to "Done" once completed. It helps us all stay synchronized.

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FACILITATOR

Alright, that wraps up our meeting. Let's have a productive day ahead. Same time, same place tomorrow! If there are any urgent issues in between, please don't hesitate to communicate. See you all!

SETTING

Physical space (a dedicated quiet room in the DSS training centre (clubhouse)). If not feasible, use an online platform like Zoom or Teams.

TOOLS

A physical Kanban board positioned prominently in the meeting room. If meeting online, a shared Trello board, viewable to all trainees.