

Voice Action Design Sprint

Sample 3-Day Agenda

DAY 1

9:00	<i>Arrival and Breakfast</i>
9:30	Welcome & Introductions <ul style="list-style-type: none"><input type="checkbox"/> Overview of Sprint and rules - 5 min<input type="checkbox"/> Ice Breaker/Meet the team - 15 min<input type="checkbox"/> Introduce the Challenge - 3 min<input type="checkbox"/> Directions for How Might We's - 2 min
10:00	Understand: Lightning Talks <ul style="list-style-type: none"><input type="checkbox"/> Business Goals & Existing Product<input type="checkbox"/> User Research<input type="checkbox"/> Inspirational Examples<input type="checkbox"/> Principles of Conversation Design (video)
11:30	HMW Sharing and Affinity Mapping
12:00	Value Proposition Canvas Brand Persona Definition
12:30	Lunch
13:15	Boot up Note taking
13:20	Sketch: Crazy 8's for Use Cases
13:28	Crazy 8's Sharing
14:00	Assumptions & Sprint Questions
14:20	Voting to select a Use Case
14:40	Role Playing <ul style="list-style-type: none"><input type="checkbox"/> Round 1: Role Playing & First Critique<input type="checkbox"/> Round 2: Dialog Documentation Role Playing & Final Critique
15:30	Break
15:45	Discuss Error Recovery <ul style="list-style-type: none"><input type="checkbox"/> Round 3: Create error recovery flows & Review
17:00	End of Day Reflections & Notes for Day 2

Voice Action Design Sprint Agenda - *continued*

DAY 2

9:30	Open with Recap of Day 1
9:40	Technical Limitations
10:00	Finalize Conversation Flows
10:30	Decide between Dialog Flow or Wizard of Oz
10:50	Begin Prototype
	User Test Script Writing
12:30	Lunch
13:30	Prototyping
17:00	Close of Day

DAY 3

9:30	Opening with Recap of Day 2
	Finish Prototype
	Prepare script for user sessions
11:00	User testing session 1
11:45	Debrief
12:00	Lunch
12:30	User testing session 2
13:15	Debrief
13:30	User testing session 3
14:15	Debrief
14:30	User Participant 4
15:15	Debrief
15:30	User Participant 5
16:15	Debrief
16:30	Final Share out
17:00	Congratulations! Sprint Complete!