

# Facilitating an Asynchronous (Async) Poll

01/13/2026 12:15 pm CST

The Asynchronous (Async) Poll is a way for to assess an organization, system, or team in the platform. Async polls allow participants to submit assessment ratings independently. It's designed to capture input from each participant with a collaborative, joint session where scores are reviewed and finalized as a group. This is valuable for distributed teams where it's difficult to find time for everyone to join a live poll.

## Benefits of the Asynchronous Poll

The Async Poll has a few benefits.

- It allows for more time discussing the highest areas of discrepancy between scores
- It allows the voting process to be done ahead of a full-group meeting, reducing meeting time
- It helps to visualize current-state and progress over time

It is not meant to replace the need to discuss and reach consensus, but to optimize the time spent together.

## Starting a Poll

Polls are conducted as part of an overall assessment. They capture capability scores for a team, system, or organization. To start an asynchronous poll, go to the [Assessments](#) page, find the business unit (team, system, or organization) to create the poll for and click the "New" button.

After clicking the "New" button, you will be presented with a modal, which allows you to configure the poll type and capabilities to be assessed (see screenshot below).

## Setup Assessment for Misc. Marketing

### Live or Async

☐ Live Poll

In a live poll the group discusses and votes on one capability at a time all online together in the same session

☐ Assign host to another person

Host email

☐ Async Poll

The poll link is sent to the participants so they can assess all the capabilities at their own pace and then the facilitator conducts a group session to review the results together to set final values

### Select Stages

Align

Learn

Predict

Accelerate

Adapt

Advanced Options



22 of 34 capabilities selected

Cancel

Start

Image. Poll creation modal where poll type (live vs. async) and stages/capabilities to be assessed for a business unit can be configured before starting the poll.

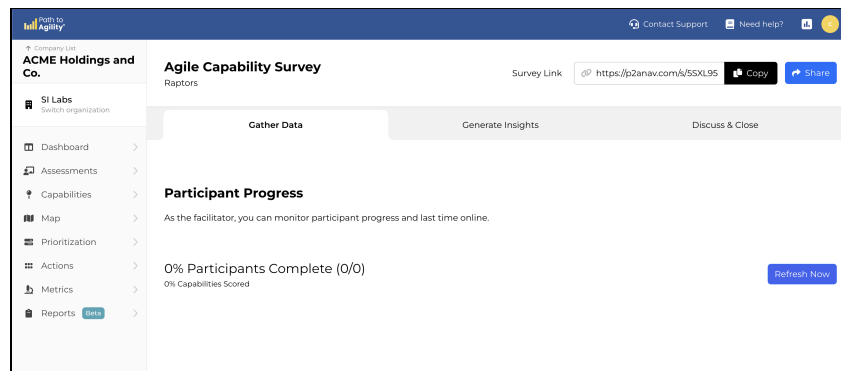
The modal reflects the Path to Agility stages, and the total number of capabilities that will be assessed. Under the Advanced Options, individual capabilities can be added or removed. (To reset the list of capabilities for a stage, click on the stage button and the capabilities for that stage will be reset in the listing.)

We recommend assessing with the first 3 stages, Align, Learn, and Predict until a business unit reaches a level of proficiency in those stages.

Once the poll is setup, clicking Start will create the poll.

## Phase 1: Gather Data

After creating the poll, the facilitator will be presented with a screen similar to the following.



In the top right, the link to invite participants can be copied, or shared via email. The facilitator should distribute the link to their team so they can complete the poll. It is intended for each participant to assess the capabilities individually before coming back together as a group.

When participants visit the provided link, they will encounter a screen like the one shown below. They are asked to provide an identifiable name and email. This is where the one-time passcode will be sent to move forward.

The screenshot shows the participant registration form for the Agile Capability Survey. The form is titled 'Agile Capability Survey' and 'Vandelay Industries'. It includes a heading 'Please enter your name and email to join the survey for Vandelay Industries.' Below this, there are two input fields: 'Name' and 'Email', both marked with an asterisk to indicate they are required. A link 'How is this used?' is provided below the 'Name' field. At the bottom of the form, there is a 'Submit' button.

Once they've entered a name and email, they will proceed to the screen below.

## Agile Capability Survey

Vandelay Industries

We sent your code to s\*\*\*\*\*k@gmail.com. It expires in 15 minutes.

One-Time Passcode \*

123456


Verify

Didn't get an email? Code expired? [Send a new code.](#)

Wrong email? [Let's update it.](#)

The participant should receive an email from [hello@p2anav.com](mailto:hello@p2anav.com) with the following information.


Your access code for Vandelay Industries at P2A Nav Inbox x



Path to Agility Navigator

<hello@p2anav.com>

to me



**Your One-Time Passcode**

Enter this code to access your Offline Survey for team **Vandelay Industries**.

One-Time Passcode.

**372857**

This code will expire in 15 minutes. If you did not request this code, you can safely ignore this email.

Questions, comments, or concerns? Send us an email at [support@p2anav.com](mailto:support@p2anav.com).

Reply

Forward

After entering the one-time passcode, they can proceed into assessing the Agile Capabilities. Participants can return to the assessment using the same link that they were previously given without losing their submitted data.

# Team Agility Assessment

Misc. Marketing

[Sign Out](#)

P1

Back

Question 1 of 4

Next

Align > Team > Team Formed

Watch explanatory video

## Clear Team Purpose

Teams on the ART have a well defined mission aligned to the value they deliver within the ART.

### Acceptance criteria

1. Team members are able to articulate the value their team is chartered to provide
2. Team members understand the customer-focused vision their work helps the larger organization realize
3. Team members understand, can articulate, and played a part in the creation of their Team's mission to help realize the larger vision
4. The Team understands the factors that make up their success

### Rate your team

Select the option that best represents how well your team meets the acceptance criteria.

Not Met

Slightly Met

Partially Met

Mostly Met

Fully Met

### Your Notes

These notes are only visible to you.

Normal

B

I

U

Write any notes you have for this capability.

Image. Asynchronous Poll participant view for a team named Misc. Marketing.

In this view, participants can monitor their progress through the poll, view the capability information such as name, stage, level, associated agile outcome, description, and acceptance criteria. They can also watch a short video to learn more about the capability.

Finally, they can select a score that matches how they rate their team by comparing performance to the acceptance criteria. The Next and Back buttons allow navigation between the capabilities.

The Facilitator view provides visibility into progress from the participants as shown below.

### Participant Progress

As the facilitator, you can monitor participant progress and last time online.

25% Participants Complete  
(1/4)  
48% Capabilities Scored

Refresh Now

Andy  
Seen 7 minutes ago

1 / 22

David  
Seen less than a minute ago

11 / 22

Katelyn  
Seen 7 minutes ago

22 / 22

Trent  
Seen less than a minute ago

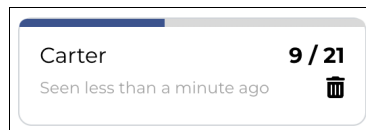
9 / 22

After clicking Refresh Now, you will see each of your participants, how far they are through the poll, and

when they last viewed the poll.

## Deleting Participants

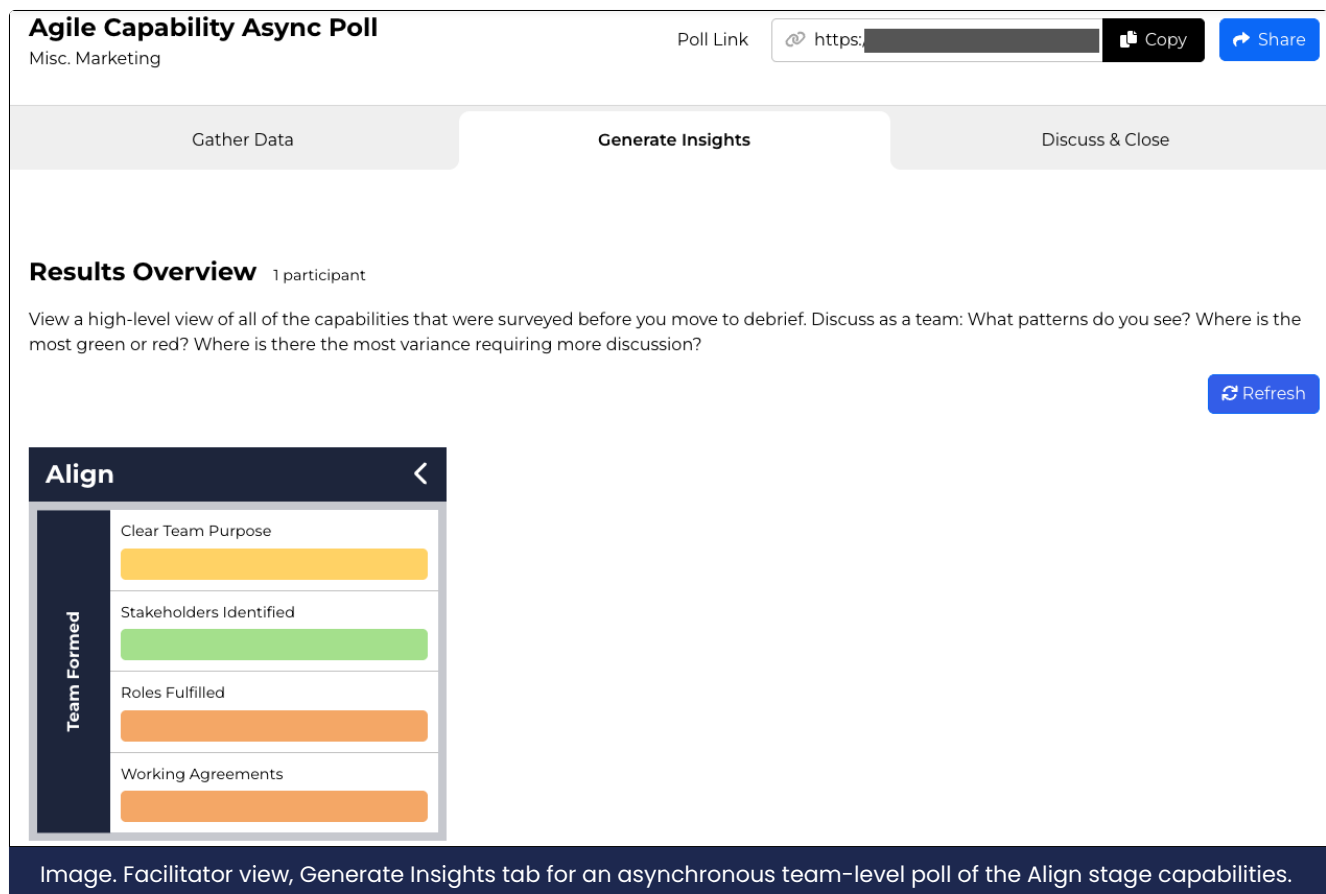
Company admins and assessment admins will also see a trash can icon on each participant. When clicked, this will remove the participant from the poll, and delete all of the responses from that participant. This is helpful if the same user has accidentally participated multiple times, or if a user has joined the wrong poll.



## Phase 2: Generate Insights

Once the group has finished individually assessing each capability in the poll, the group can come back together to review and discuss their scores. The facilitator should redistribute the participant link to participants.

As the facilitator switches to the Generate Insights tab, they will see a screen like the following.



Each column is a Path to Agility Stage; in the screenshot, only the Align stage was included in the poll. On the left side of each stage are the Agile Outcomes for that stage. Each Agile Outcome grouping includes the capabilities associated with that outcome. The colored distribution bars are showing the distribution of scores the participants gave to each of the Agile Capabilities. In this scenario, all participants scored the capabilities the same. Any grey sections indicate a score was not provided.

Reviewing as a group can be helpful so participants see the distribution of scores. If there is a lot of red, orange, or yellow in a specific area, that is likely an area for improvement. If there is a lot of light green or dark green in an area, that is likely an area of strength. If there are areas with a large mixture of both, it's important to explore further.

The facilitator has the option to use the Generate Insights tab to start the discussion. By clicking a capability, the debrief screen will open which can be used to discuss and agree on final scores as a group. This view lists the capabilities in order based on stage; whereas, the next tab, Discuss & Close, groups them according to how it's recommended to discuss them (definitely, potentially, or simply confirm).

## **Phase 3: Discuss & Close**

In the Discuss & Close section, the group dives into each Agile Capability that needs attention, prioritizing ones that have the most score disparity among the participants (Definitely Discuss) to the least (Confirm Scores).





Debrief Capability

Bring Everyone to Me

Stakeholders Identified
Align | Team Formed

The team should know who has a stake in the outcome of the products they are building and who sets the direction.

**Acceptance Criteria**

- The team can identify and differentiate between key stakeholders, business owners, and customers
- Team can distinguish between decision-makers and influencers
- Teams know how to engage or redirect stakeholders appropriately to roles like Product Owner (PO), Product Manager (PM), Release Train Engineer (RTE), or Business Owner (BO)
- Stakeholder engagement is structured through regular SAFe events, such as System Demo

**Actions**

+ New

There are no action items for this capability for this team.

**Recommendations**

Conduct stakeholder mapping sessions
Conduct sessions to identify and analyze key stakeholders for each...
Add action
Show More

**Notes**

+ New

There are no notes for this capability for this team.

**Score**

Not Met

**Recommendation**

Mostly Met

**Poll Results**

Clear and Revote
Refresh

1
0

**History**

4-Jun-25
06-04-2025

0%

The participant scores on the graph do not automatically update, and must be updated by pressing Refresh. The Bring Everyone to Me button updates the capability participants see in their view.

The sections present on this screen are the same that are present in the [Agile Capability side panel, which is expanded on here](#).

If the group has come to a consensus or near-consensus for the capability, the facilitator can select the appropriate score from the drop down, and close the modal. Once a score is selected in the drop down, it will move the capability from the section it was previously in to the Confirmed section.

In order for the capability scores to be saved to the assessment, they must be confirmed (in the Confirmed group). Clicking Finalize and Close Survey, located above the Confirmed section will save the capability scores from the Confirmed section and it will mark the poll completed.

## Not Applicable (N/A)

The facilitator has the ability to mark a capability as "Not Applicable (N/A)"; participants do not see this

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option in their view. This option is for scenarios where the capability truly does not apply to a business unit.

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