

Facilitating a Live Agile Capability Assessment Poll

06/18/2025 9:52 am CDT

Overview

The Live Agile Capability Assessment Poll (aka Live Poll) is a way to foster discussion and get to group alignment. By bringing together team members in a facilitated session and providing a platform to share opinions, discuss, and vote together while working towards agreement on capability proficiencies (on a scale ranging from "Not met" to "Fully met").

Why should I use the Live Poll?

- It gives Facilitators a chance to bring together differing views to one meeting.
- It is a platform for a live, open discussion with each participant having an equal voice.
- Facilitators are able to create action items and take notes in real-time.

Where do I start a Live Poll?


First, an active Assessment must exist. Assessments can be created by Assessment Admins. As a reminder, assessments are a container created and published at the organization level. They encapsulate all live polls and offline surveys for the organization (and all systems and teams) from the time they're created, until they're published. Once an Assessment exists, the Agile Capability Live Poll can be created/launched by clicking this button:



The Assess button can be found on these pages:

- [Dashboard](#)
- [Assessments](#)
- [Capabilities](#)

From the "Live Poll" tab, you can select to include capabilities by stage (align, learn, predict, etc.) or under "Advanced Options" select specific capabilities in those stages.


Agile Capability Assessment Setup
✕

Live Poll

Offline Survey

In a Live Poll the group discusses and votes on one capability at a time all online together in the same session.

SYSTEM

Exporting

Included Stages **First 3 Stages** All Stages

✓ Align

✓ Learn

✓ Predict

Accelerate

Adapt

TOTAL POLL ITEMS

21 Agile Capabilities

☐ Assign host to another person

Host email

Advanced Options

Close

Start

After clicking "start" you'll be presented with the facilitator screen, which is the control center for the poll. In the upper right hand corner, the "share link" button will allow you to copy a link to share with participants. As participants join, the responses element will update to reflect the number of participants in the poll. An overview of the Facilitator view can be found in the below. Facilitators can add notes, record actions and change the rating from this screen as the discussion happens.

Back

Question 1 of 21

Next

Importing

Align > System > Products Defined

Product Vision and Scope

Product(s) scope, definition, and business strategy alignment are clear to stakeholders and teams. The Product Vision defines the potential external market opportunity or internal landscape and how the product will serve those needs.

▶ Watch explanatory video

Acceptance Criteria

1. Product(s) scope, definition, boundaries, and business strategy alignment is clear to stakeholders and teams
2. Key indicators of success are identified, agreed upon, and measurable
3. The product vision defines the potential external market opportunity or internal landscape and how the product will serve those needs
4. Product scope boundaries are clear
5. The measures of how the product supports business strategy are defined
6. Teams understand value and can trace their work to product success
7. Components of the product have been identified
8. Product strategy is aligned to business strategy
9. Competitive landscape is understood
10. Market positioning is defined

1:00

▶

+

↺

Clear Voting

Open Voting

0/0 responses

Rating

Not Met

Slightly Met

Partially Met

Mostly Met

Fully Met

N/A

Team member responses

1

0

Not Met

Slightly Met

Partially Met

Mostly Met

Fully Met

Notes

Show Notes

Normal

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Actions

Show Actions

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Description

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Facilitator View

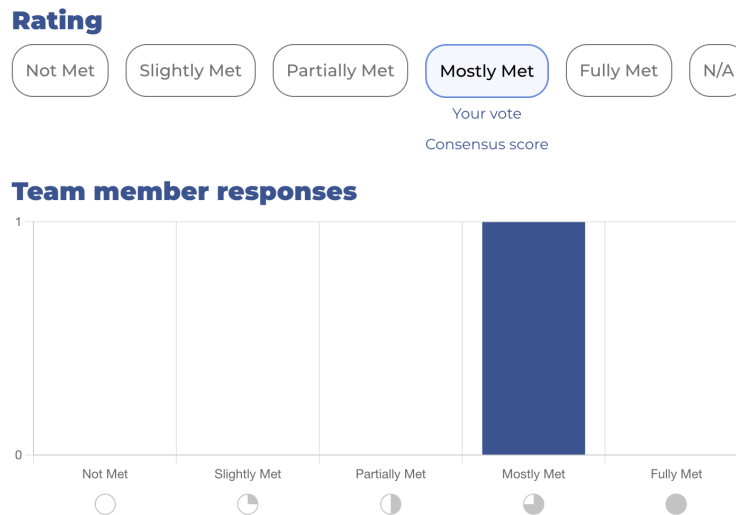
Facilitators will guide the team through the questions using a screen similar to the one below. Facilitators can take notes from each Capability, as well as assigning actions and marking an over-all consensus vote. Once voting has finalized, the results will be broadcasted on all participant screens to allow for an easier discussion process.

The link in the upper right hand corner will allow team members to vote after entering their names.

Participant View

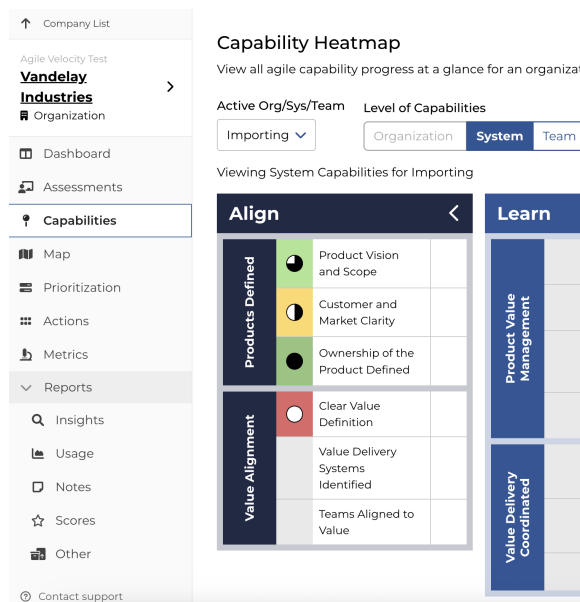
Participants will have the below view, with access to explanatory videos, acceptance criteria and definition of the capability that they are voting on.

Once voting has completed and the facilitator turns off the vote, participants will be able to see their own vote as well on the consensus vote on their screen. If the discussion leads to a change in consensus, the facilitator will be able to change the vote and have it represented on the participant screen as well.



After the Poll

When the Facilitator decides to close the poll, they can do so in the upper right hand corner. They will then be rerouted to the assessments screen and can view the data on the Capability Heat-map.



Closing Words

We recommend each team performs a live poll several times a year, though there is no right frequency. We do recommend the following timeframes as a rough guide:

- Team level every 4-6 weeks
- System level every 6-10 weeks
- Organization level every 10-14 weeks

The Live Poll can be used as a tool during sprint retrospectives, allowing the team to get a different perspective of ways to improve. After closing the Live Poll, the facilitator could take the team through the [Prioritization](#) page to allow the team to choose what their top priority Agile Capabilities to improve are, or perhaps the [Capabilities](#) screen to view all of the finalized Agile Capabilities they just assessed at a high level.
