

# The Kanban Method

## 4 Principles

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### Start with what you do now

Keep the roles and responsibilities you currently have. Focus on continuous, incremental, evolutionary change to your system.

### Agree to pursue incremental, evolutionary change

Encourage small, incremental, evolutionary changes to your system. Small, incremental changes are more sustainable and lead to better long term results.

### Respect current process, roles, responsibilities and titles

Preserve elements worth preserving, and avoid fear of change to facilitate future improvements. Focus on incremental improvements to achieve sustainable results.

### Leadership at all levels

Acts of leadership at all levels in the organisation from individual contributors to senior management should be encouraged.

## 6 Methods

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### Visualise

Visualising workflow makes it much clearer what work is going on when, how the workflow works, and if/where problems occur.

### Limit work-in-progress (WIP)

By limiting WIP we increase focus and flow of work by removing the distraction of multitasking, and only taking work we have capacity for.

### Manage flow

By observing and tracking the flow of work from 'idea' to 'done', we can start to implement incremental improvements to our system

### Make policies explicit

A common standard of 'done' ensures work is delivered to the same minimum standard, allowing for more empirical observation of flow.

### Implement feedback loops

Collaborate to review the flow of work, and assess other metrics and indicators to enable incremental, evolutionary change.

### Improve collaboratively, evolve experimentally

Work together to develop shared understanding of issues and suggest improvement actions to further improvement of the system.