Version 1 February 2026

Designing reliable AI collaborators for Agile teams.

Evelien Roos

Xebia | Shaping Tomorrow with Ai Today

Beginnings

What repetitive task stole your time last week?

If you gained 5 hours per week What would you invest it in?

Where do you already use AI for?

Join us

Scan the QR code or
go to **miro.com/join**
and enter the code

2CK-UDG

Select one

0 votes

Where do you find your self on this spectrum? What are you already doing?

Prompting	0
Structured Prompting	0
Workflow design	0
Agents	0

Submit a word

0 answers

During this workshop you will need to work with your own AI Tool. Which AI Tool will you use during this session?

Add your word

Today's goal

Design a reliable AI collaborator

Designing intelligence into prompts using the POWERS framework

Not coding

Not replacing humans

What you won't get:

Full automation with triggers and integrations (that's beyond 90 min)
No full lifecycle automation

Your facilitator

Xebia

Evelien Roos

- Trainer with Xebia Academy
- Professional Scrum Trainer Scrum.org
- Certified Training From the Back of the Room (TBR) trainer
- Co-author of the Scrum Master Playbook
- Writing Gender Bias in AI

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Exchange

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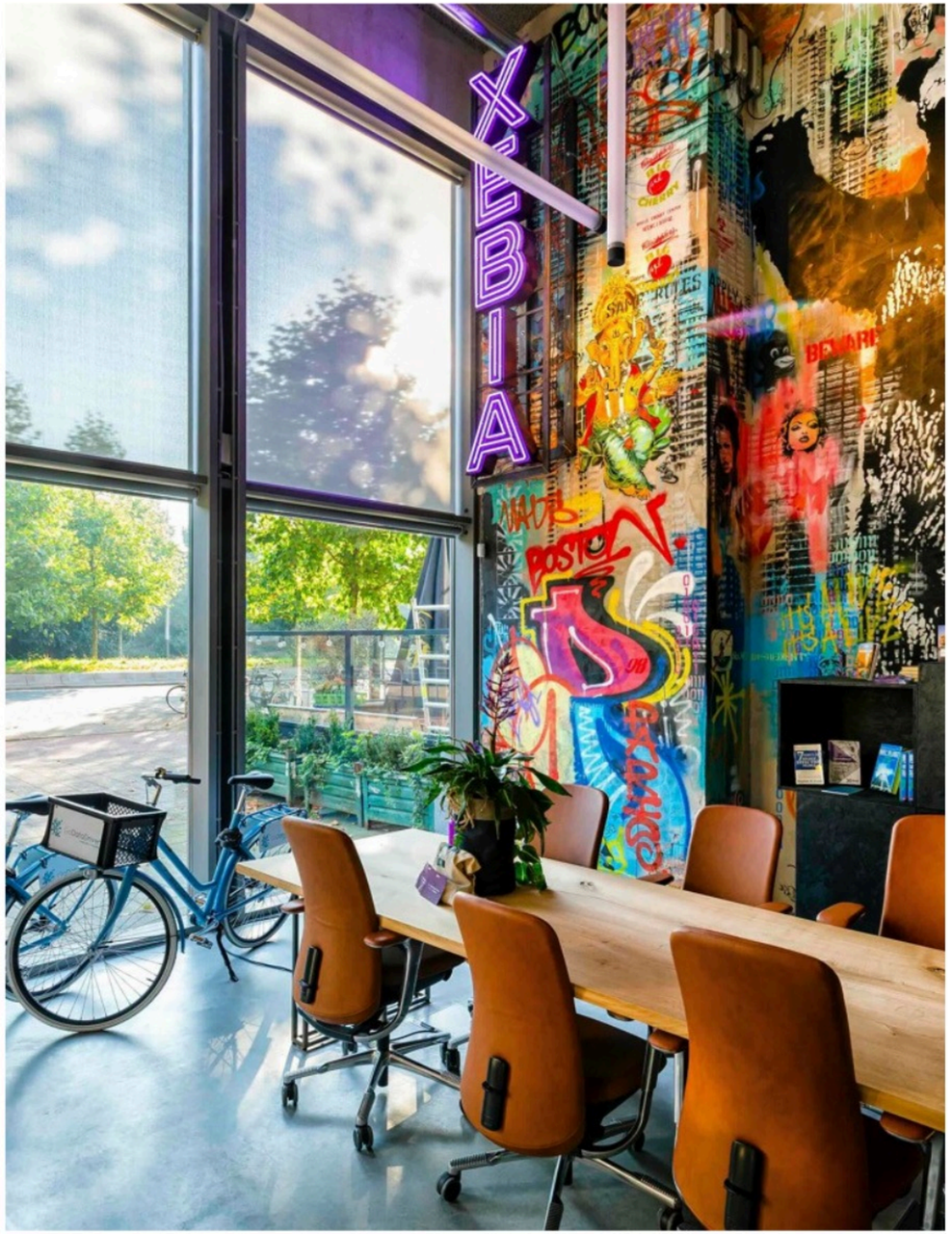
Before we automate, let's talk about doing it responsibly



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Responsible AI

- AI augments decision-making, **does not replace accountability**
- Transparency
- Human-in-the-loop for critical decisions
- Regular auditing of automated outputs
- Design guardrails before scaling

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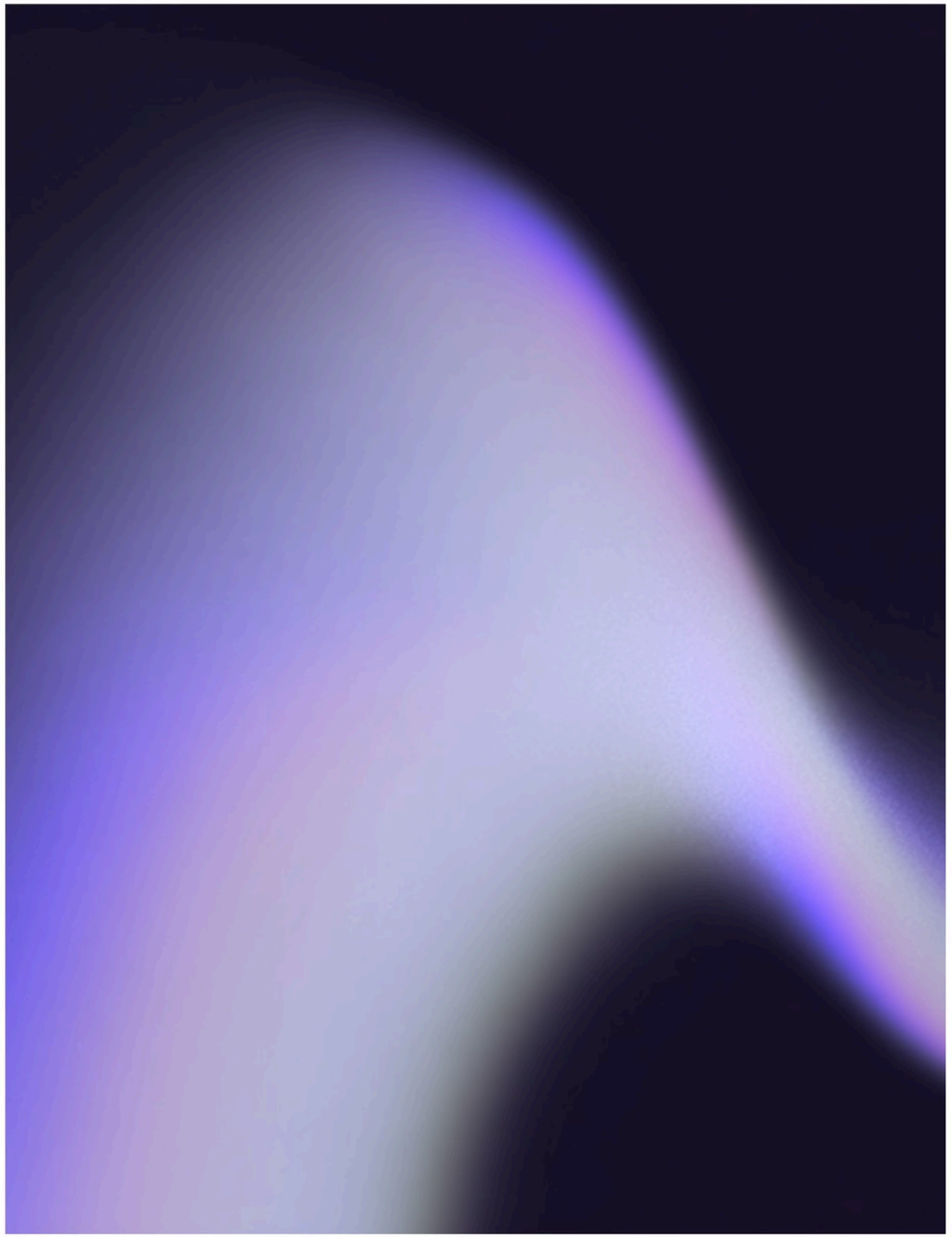
Key risks when automating workflows

- False Confidence
- Hidden Bias
- Data Leakage
- Automation Drift



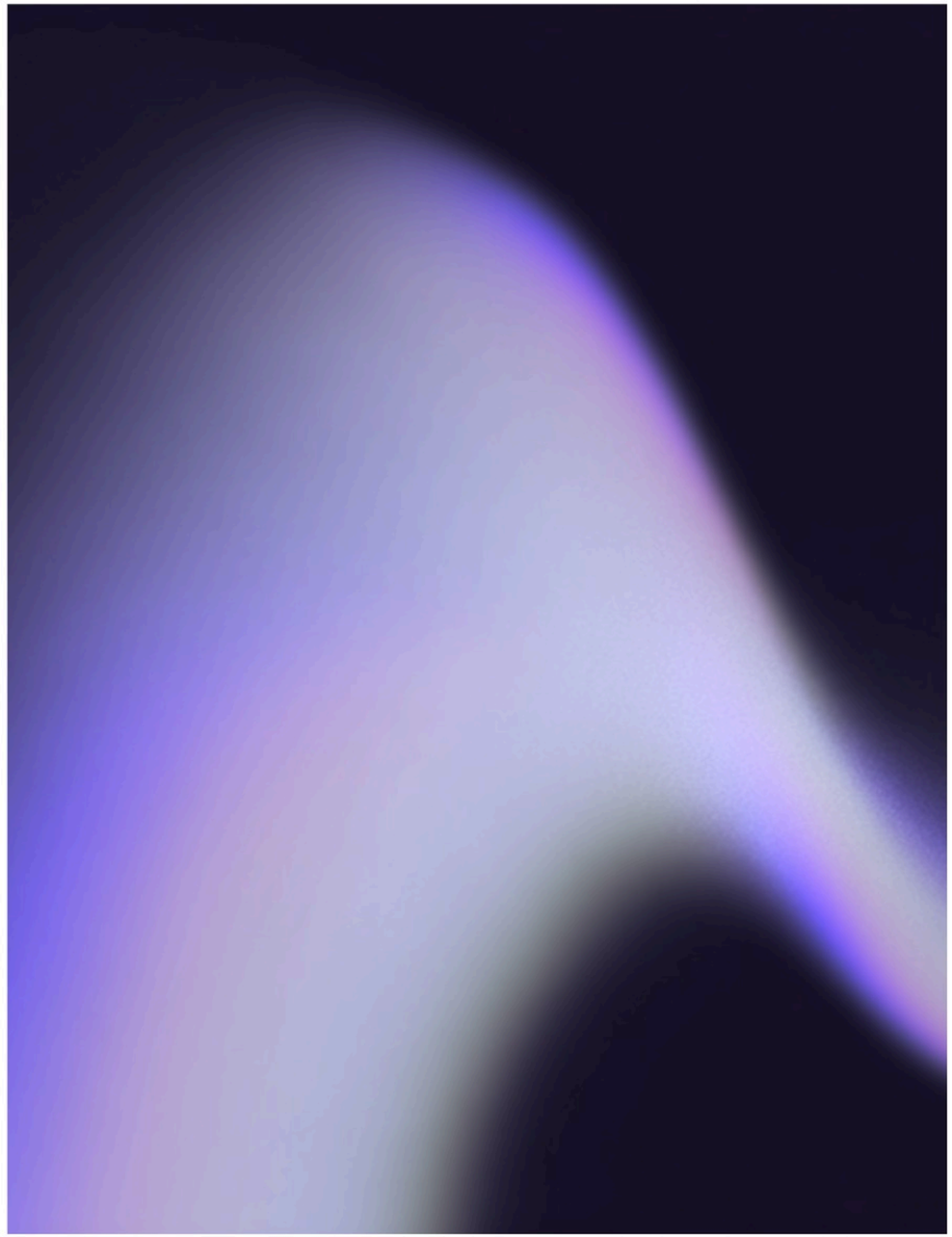
Where AI Works (and doesn’t)

AI works best

- Low judgment + Low risk
- Repetitive patterns
- Pattern matching
- Data processing

Keep human

- High judgment + High risk
- Novel situations
- Empathy & relationships
- Strategic decisions



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Join us

Scan the QR code or
go to **miro.com/join**
and enter the code

2CK-UDG

Submit a word

0 answers

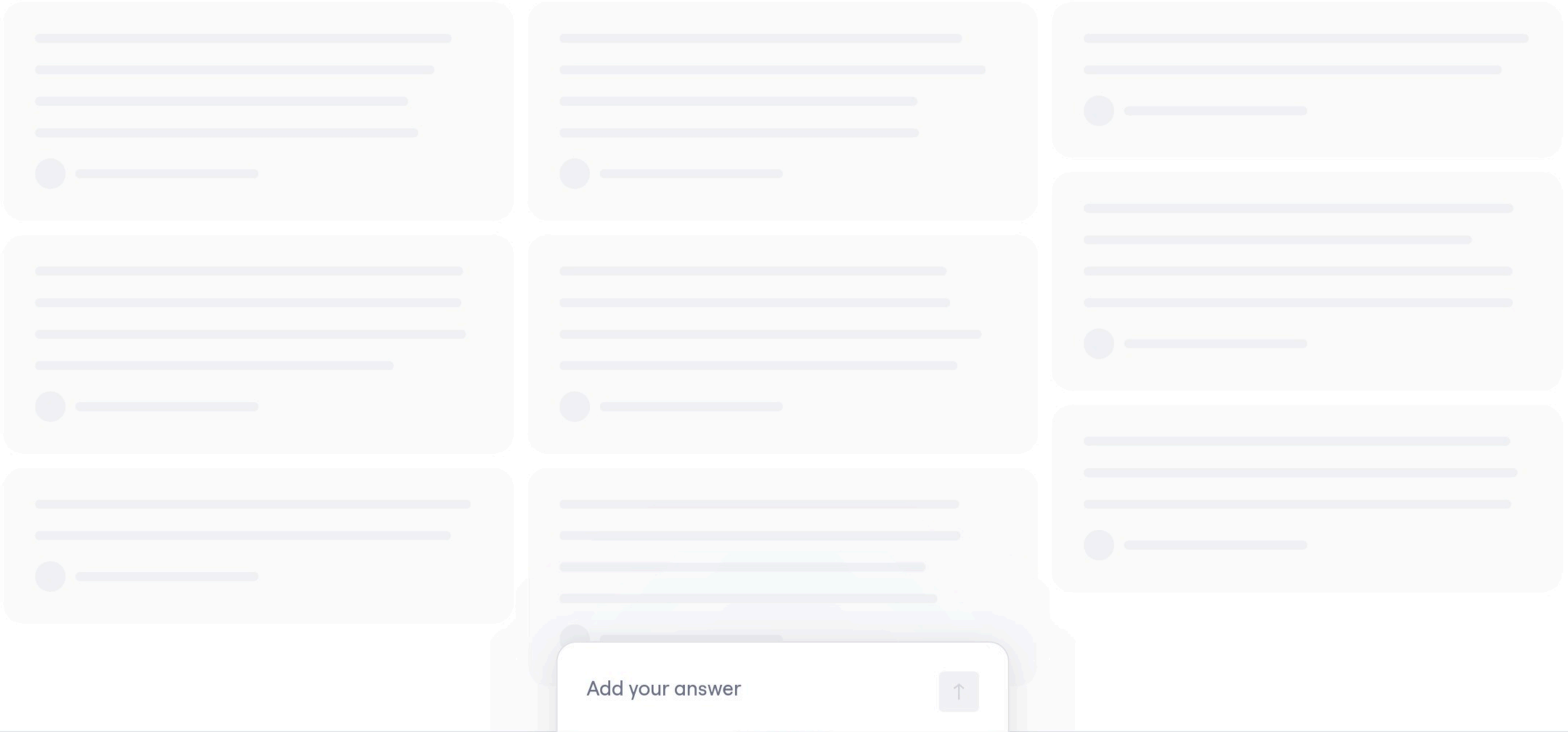
What tasks should NEVER be fully automated in your role?

Add your word

Submit multiple answers

0 answers

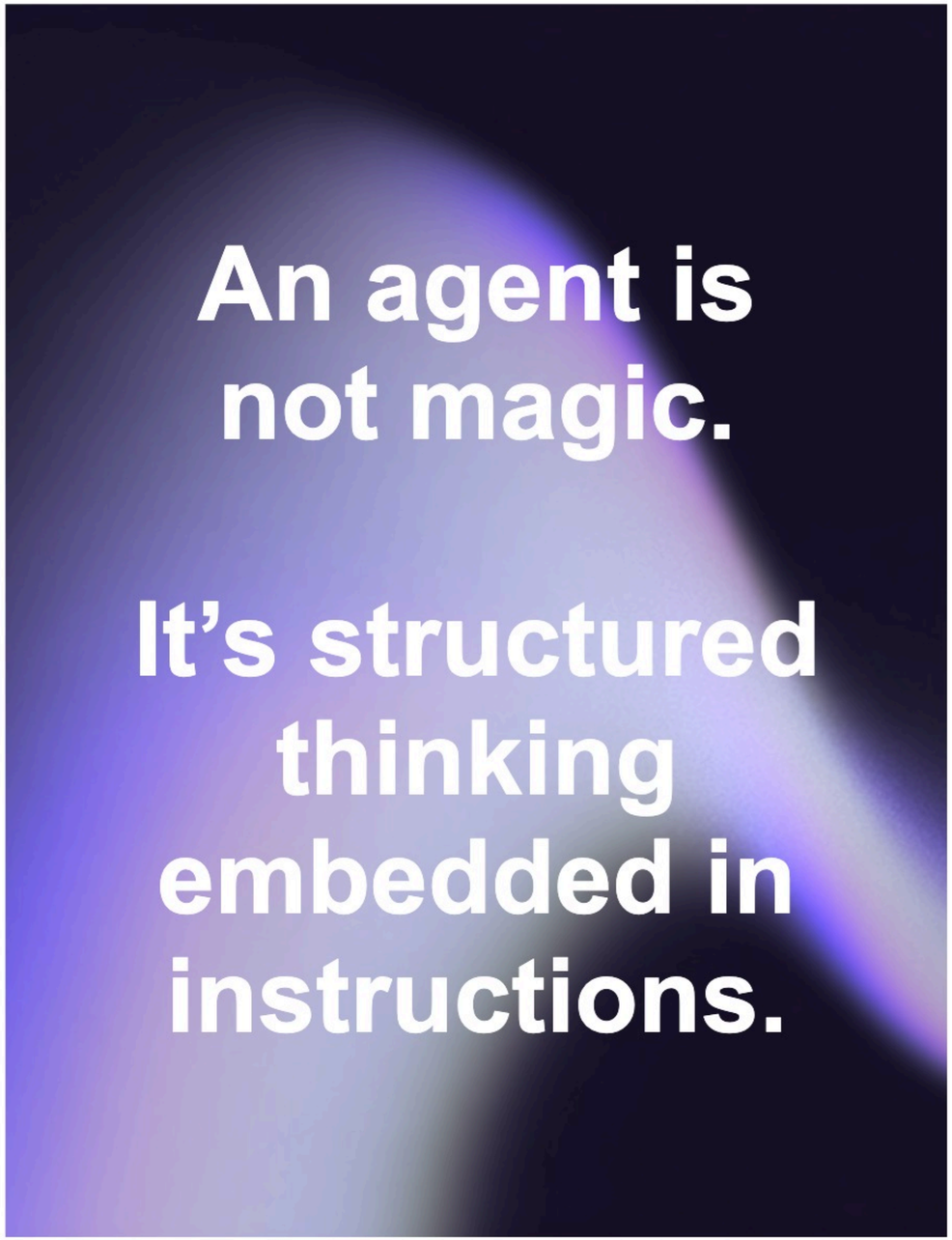
What would you like to automate?



What is an AI Agent?

Prompt → Structured Prompt → Workflow → Agent

Agent = Role + Goal + Steps + Guardrails + Iteration



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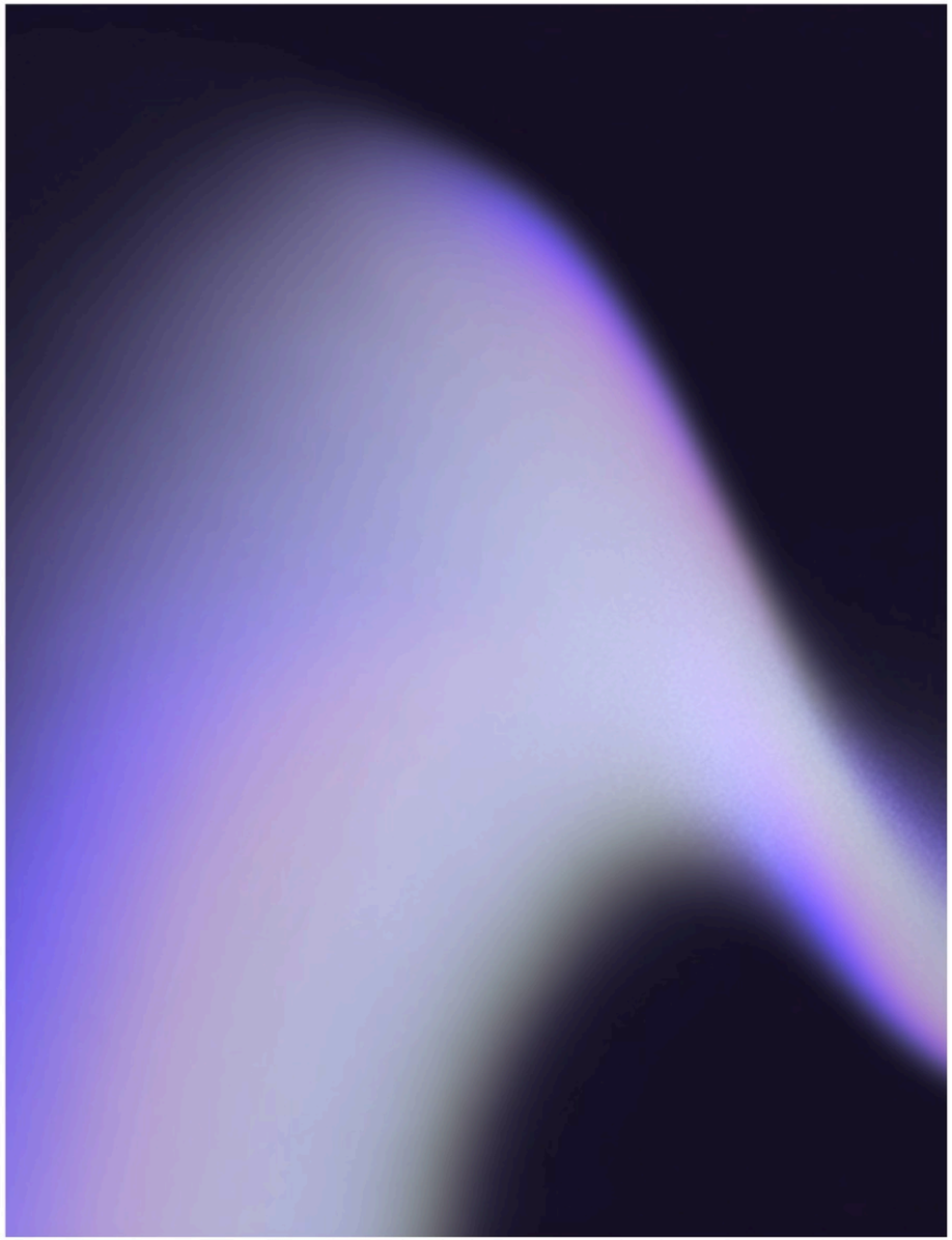
Automate friction, not responsibility

Responsible Design

What does responsible design look like in practice



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Agent Team Agreement

OUR TEAM'S AI WORKING AGREEMENT

Team Name: _____ **Date:** _____

Roles: Who does what? Human responsibilities:

- □ Make final decisions
- □ Apply context & judgment
- □ Handle exceptions
- □ Validate all outputs
- □ _____
- □ _____

Roles: Who does what? AI Responsibilities:

- □ Generate options/drafts
- □ Flag potential issues
- □ Automate repetitive tasks
- □ Analyze patterns in data
- □ _____
- □ _____
- □ _____

Rules: How we work together

We agree to:

- □ Review all AI outputs before production/merge/deployment
- □ Document when AI significantly influenced a decision
- □ Include "AI effectiveness" in our retrospectives
- □ Treat AI suggestions like input from a junior team member
- □ Update these agreements based on what we learn
- □ _____

Boundaries: Where AI can go

AI must:

- □ Access PII or sensitive data only with documented approval
- □ Require human oversight for all security/privacy/safety decisions
- □ Complete all established review and approval checkpoints
- □ Keep proprietary code/IP in approved, secure environments only
- □ _____

Ethics: Our commitments

We commit to:

- □ Staying accountable, we own all AI outputs, not the AI
- □ Citing when AI generated customer-facing content
- □ Testing for bias in AI recommendations
- □ Being transparent about AI's role in decisions
- □ _____

Review & Update: Keep it current

We will review this agreement:

- □ After our first month using AI
- □ Quarterly in retrospectives
- □ When we adopt new AI tools
- □ After any AI-related incident
- □ When team composition changes
- □ _____

Approved Tools & Resources

Approved AI tools for our team:

- □ _____
- □ _____

Training resources:

- - _____
- - _____

Best practices wiki: _____

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Apply

Build your agent using POWERS

P PERSONA: You are... [who is this agent?]

O OBJECTIVE: When given [input], you will... [what does it do?]

W WHY: The goal that you are trying to achieve... [what is need?]
- 👉 CUSTOMIZE HERE with your team's context

E EXAMPLES: [Show the format you want]
- 👉 CUSTOMIZE HERE with your format

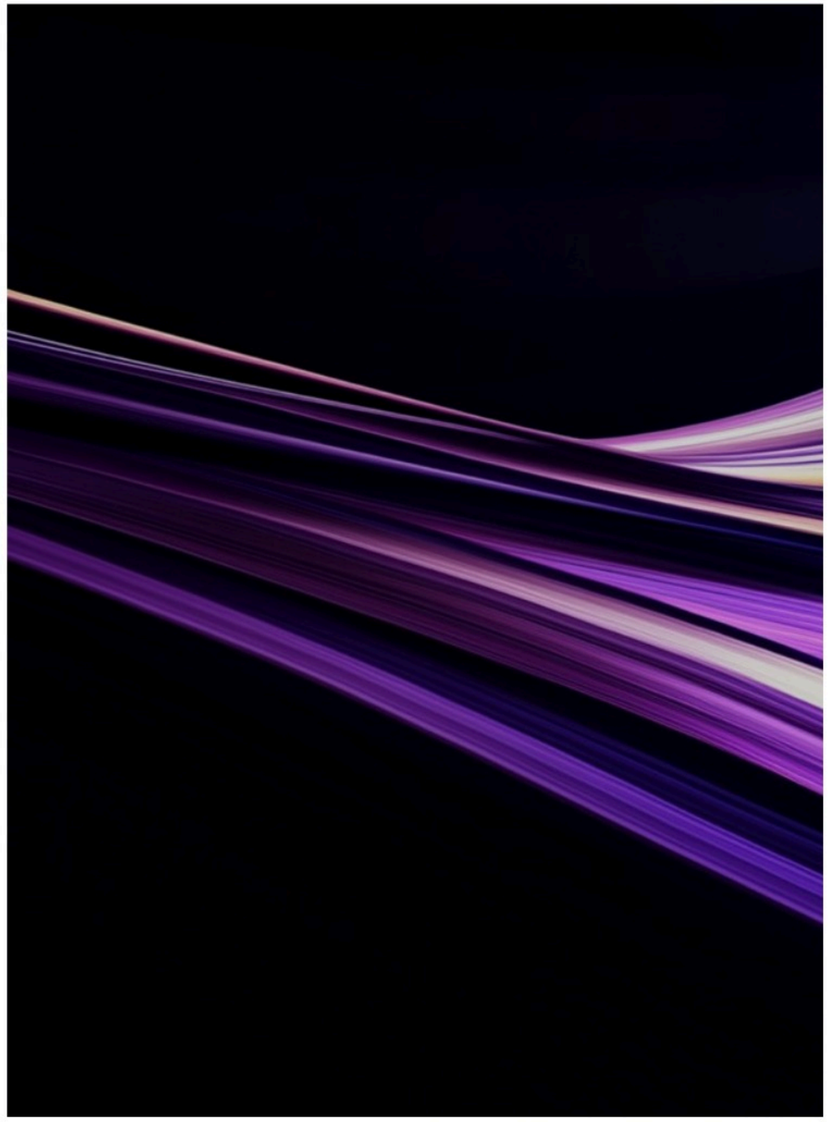
R REFINE: Before finalizing, check... [self-validation]
- 👉 ADD YOUR self-checks, logic and quality checks

S SOURCES & SAFETY: You must not... [guardrails]
- 👉 ADD YOUR boundaries

Designing Guardrails with POWERS

- Refine → Add self-checks & quality criteria
- Sources & Safety → Define boundaries
- Escalate to human when uncertain
- Make assumptions explicit

Next steps



Step 1
5 min: Choose one workflow & form groups of 2-3 people *(at least one person who can access Miro and has access to a ChatGPT or Claude*

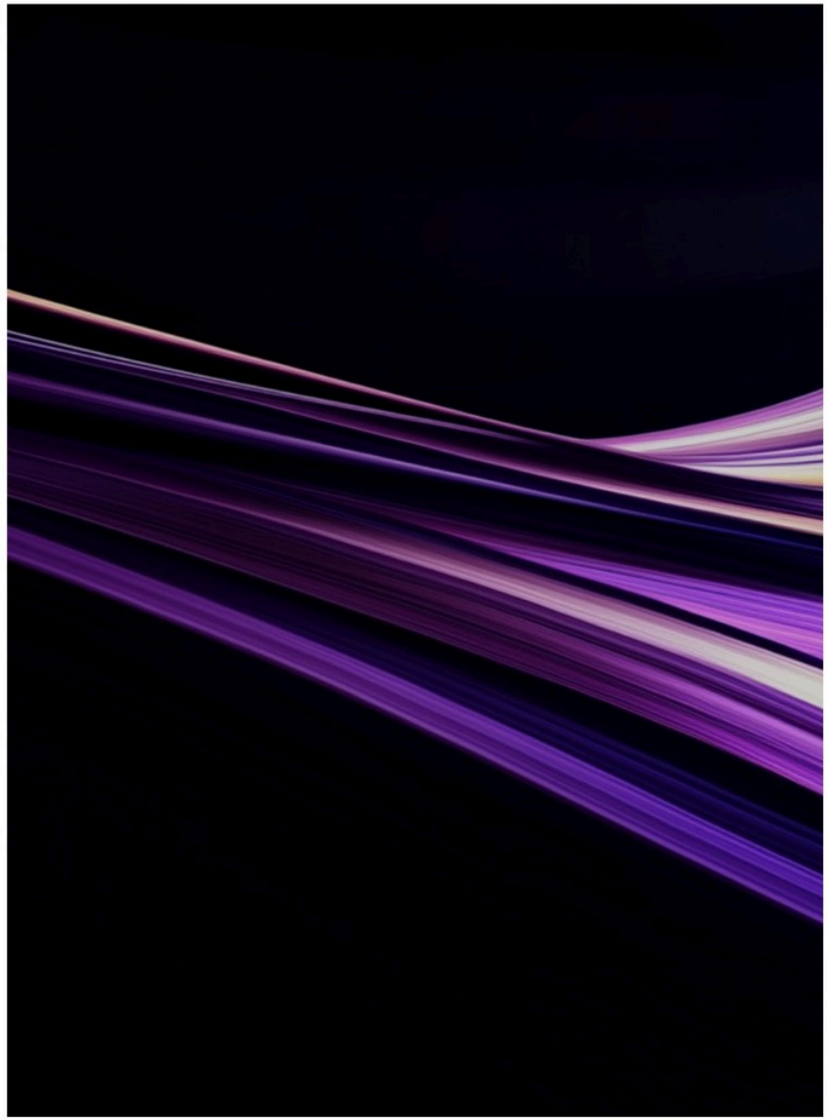
10 min: Map your workflow (BEFORE automating)

Step 2
20 min: Customize & test your agent

Step 3
10 min: Refine + document what you learned

You'll work as a group in Miro and your LLM.

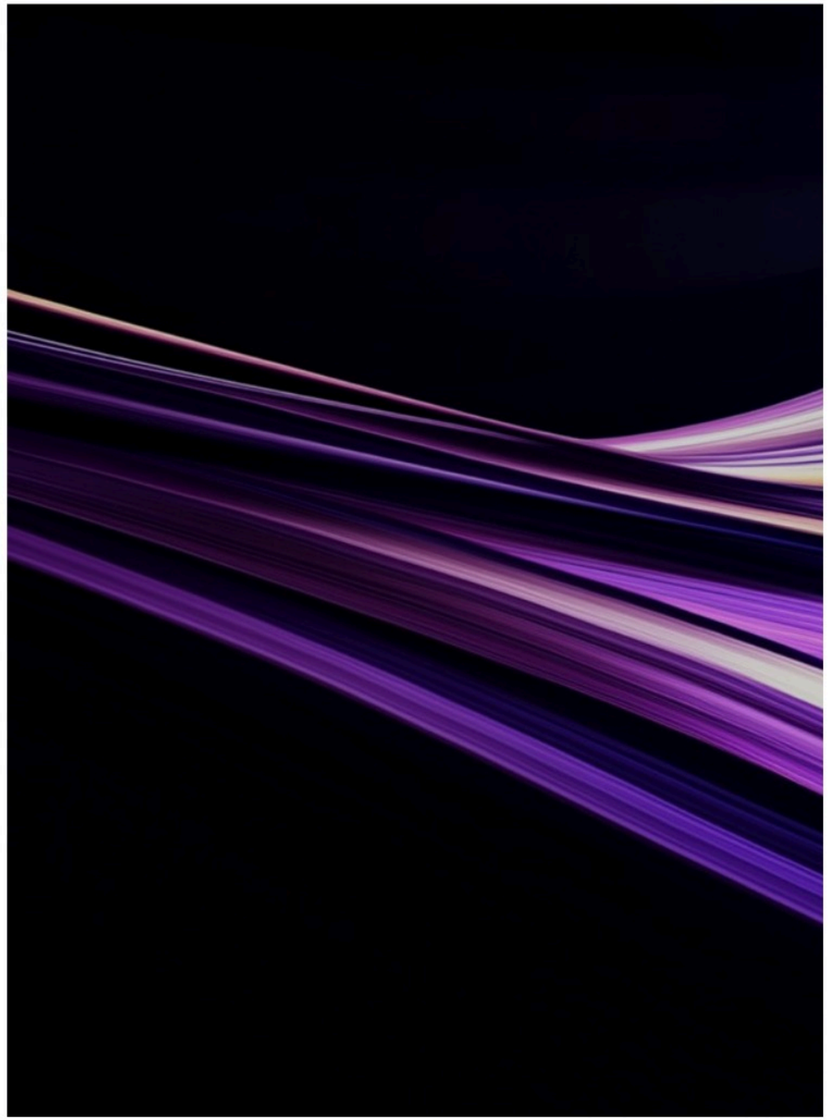
Choose your workflow



Choose one workflow

1. User Story Refinement
2. Sprint Update Synthesizing
3. Meeting Insight Extraction
4. Backlog Quality Check
5. Stakeholder Message Triage

Step 1 Map your workflow first



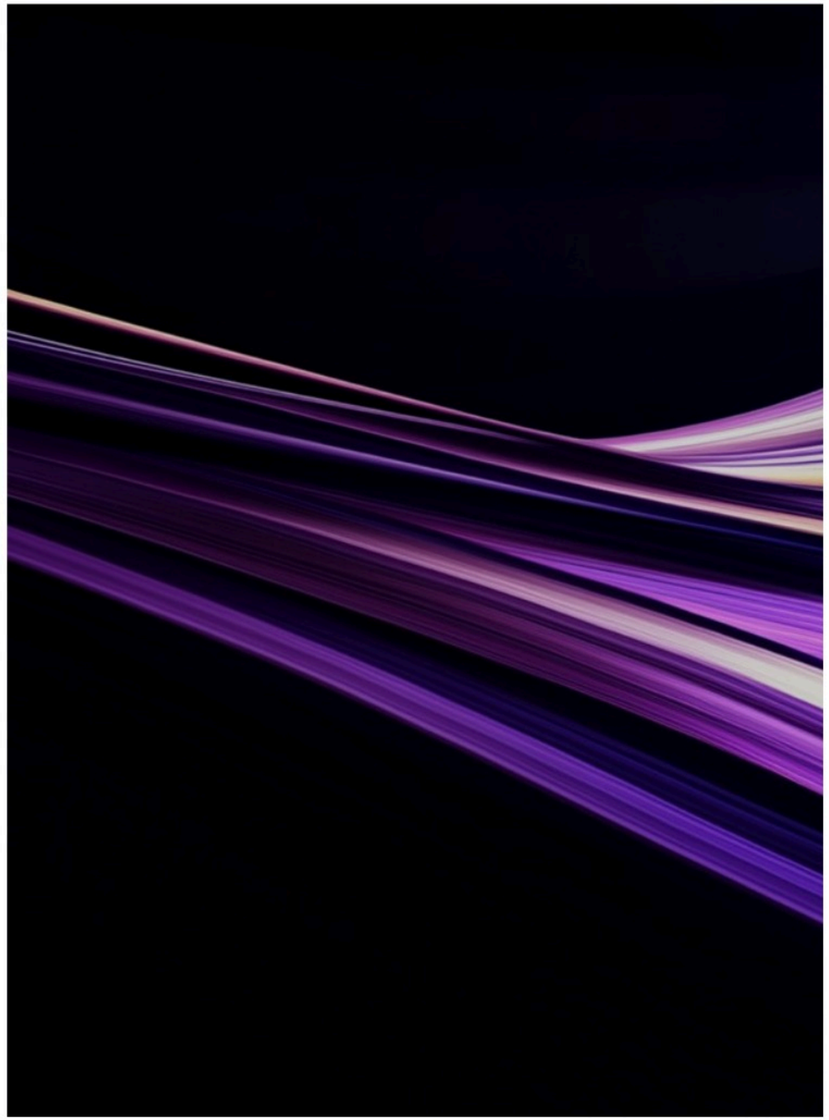
1. List all the steps YOU do (manually)
2. Identify:
   - What the agent handles automatically
   - Where humans MUST be involved
   - Mark each step
     H (Human) / A (Automatable) / H+A (Augmented)
3. Identify:
   - What starts the process (trigger)
   - What the complete workflow looks like
4. Identify: Where would a mistake damage trust?

Example: User Story Refinement
✓ Read feature request email (H+A)
✓ Extract key requirements (A) ← Agent can do this
✓ Draft user story format (A) ← Agent can do this
✓ Add business context (H) ← Only I know this
✓ Validate against DoR (H+A) ← Agent flags issues, I decide

Goal: Clear map with H/A/H+A labels before touching the agent

10 min

Step 1 Map human workflow first



TRIGGER → AGENT ACTION → HUMAN CHECK → NEXT STEP

Identify:

- What starts the process (trigger)
- What the agent handles automatically
- Where humans MUST be involved
- What the complete workflow looks like

What input is received?
What thinking happens
What output is produced?

Example:
"New feature request email"
→ Agent extracts info & drafts user story
→ PO reviews & refines
→ Agent adds to backlog with formatting

Step 2 Customize your agent

20 min

Step 2 Customize your agent

Find the instructions on the Miro board

http://bit.ly/4u70Ehw

Password: SCANAGILE

Step 2 Customize your agent

Open a pre-built agent and customize it:

Phase 1 (5 min): **Understand the baseline**
→ Read the agent's current instructions
→ Test it with the "Example 1" scenario in Miro
→ What works? What's missing?

Phase 2 (10 min): **Customize for YOUR context**
→ Add your team's Definition of Done, your terminology, personas, standards etc.
→ Test with "Example 2" - better output?

Phase 3 (5 min): **Stress test it**
→ Try the "Messy Example" scenario
→ What breaks? What guardrails are needed?

Goal: Agent that produces good-enough-to-use output

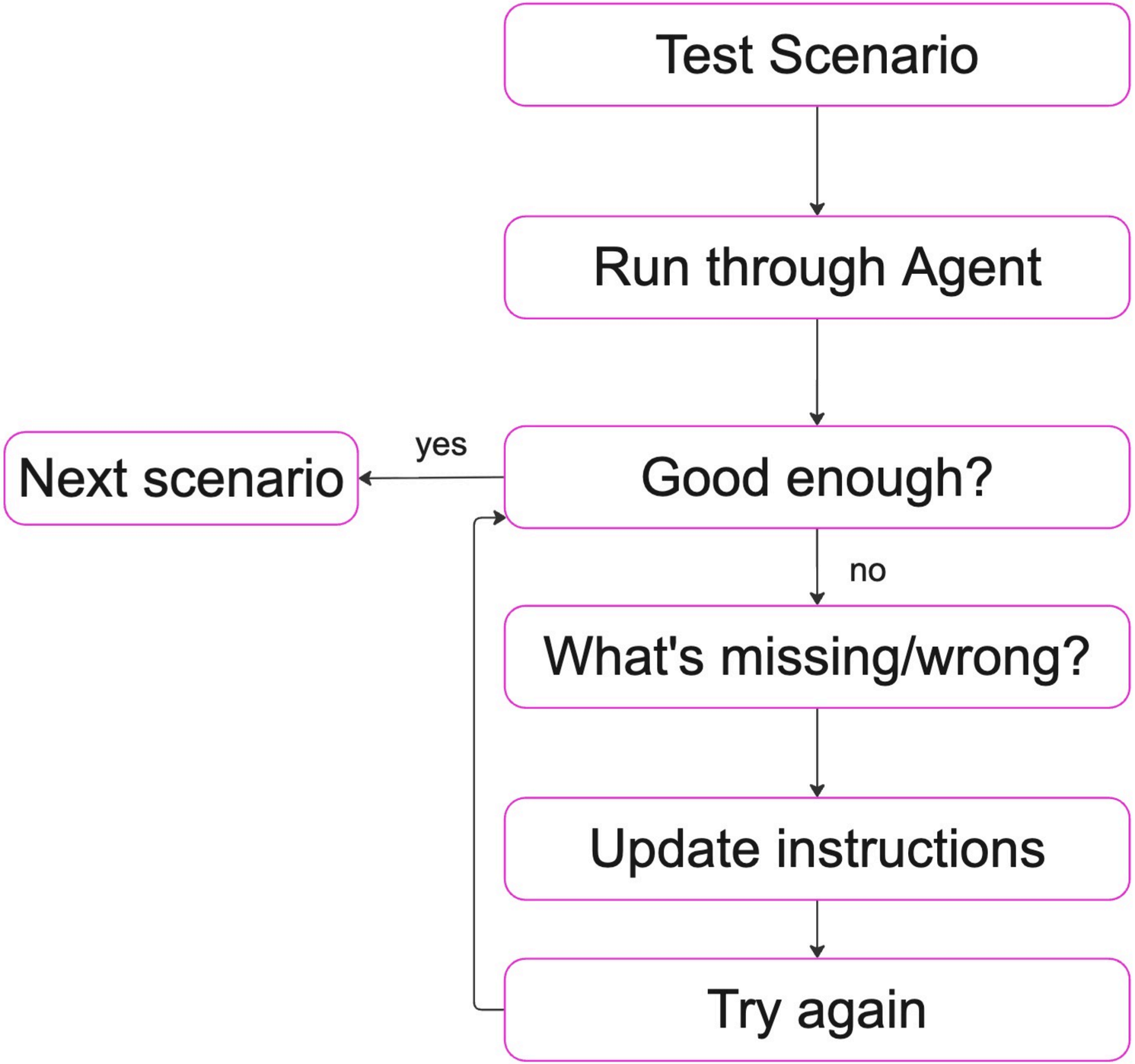
How to access your pre-built agent

Each workflow has a pre-configured agent:

Find the link in your Miro workflow frame
Top of the frame: "🤖 Your Agent: [clickable link]"

What you need:
✓ ChatGPT Plus, Claude Pro, or use our backup accounts
✓ The link will open your agent in a new tab
✓ Keep Miro open alongside your agent

You can use ChatGPT Plus, Claude Projects, Gemini Advanced, or even free versions.
If you don’t have persistent agents, just keep everything in one conversation and paste the full instruction block.


Test Scenario
Run through Agent
Good enough?
yes
Next scenario
no
What's missing/wrong?
Update instructions
Try again

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Step 3 How to test your agent

Follow this pattern for each test scenario

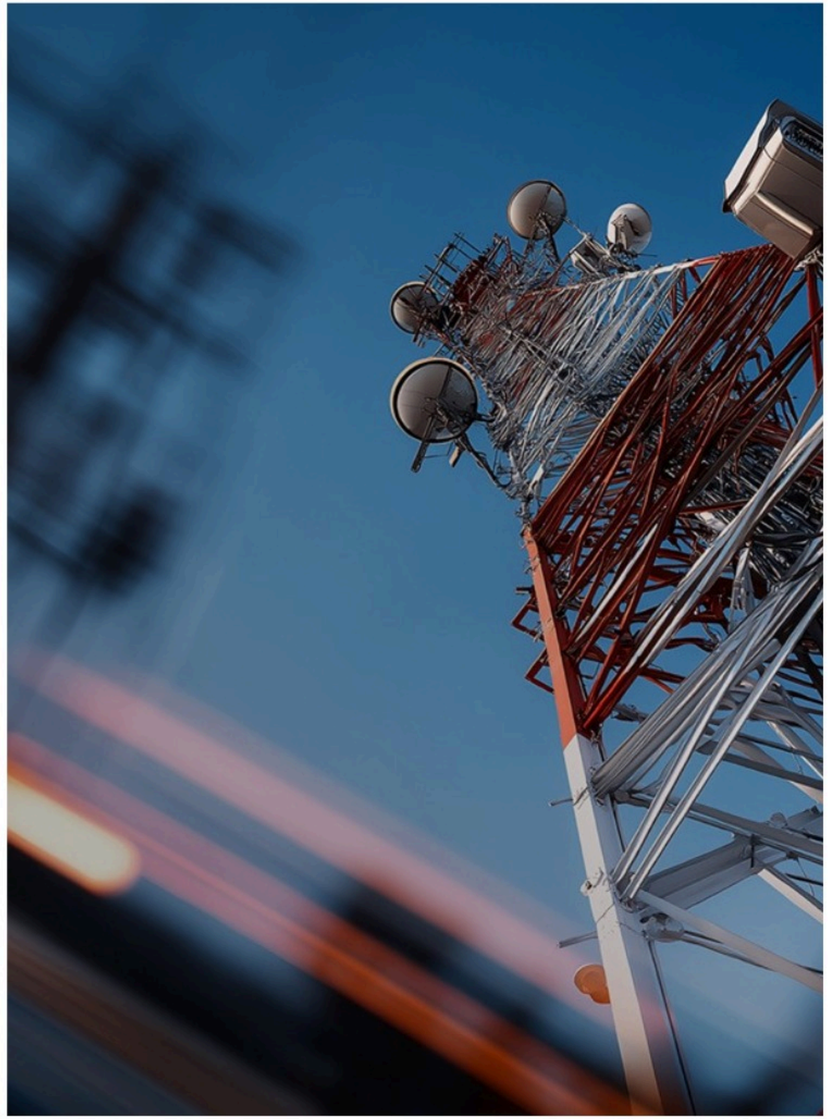
1. Copy scenario from Miro → paste into agent
2. Read the output - is it usable?
3. Identify what's missing or wrong
4. Update agent instructions to fix it
5. TEST again with same scenario - better?

V Good output = move to next scenario
X Bad output = refine instructions, try again
Tip: Make ONE change at a time so you know what works

What to customize

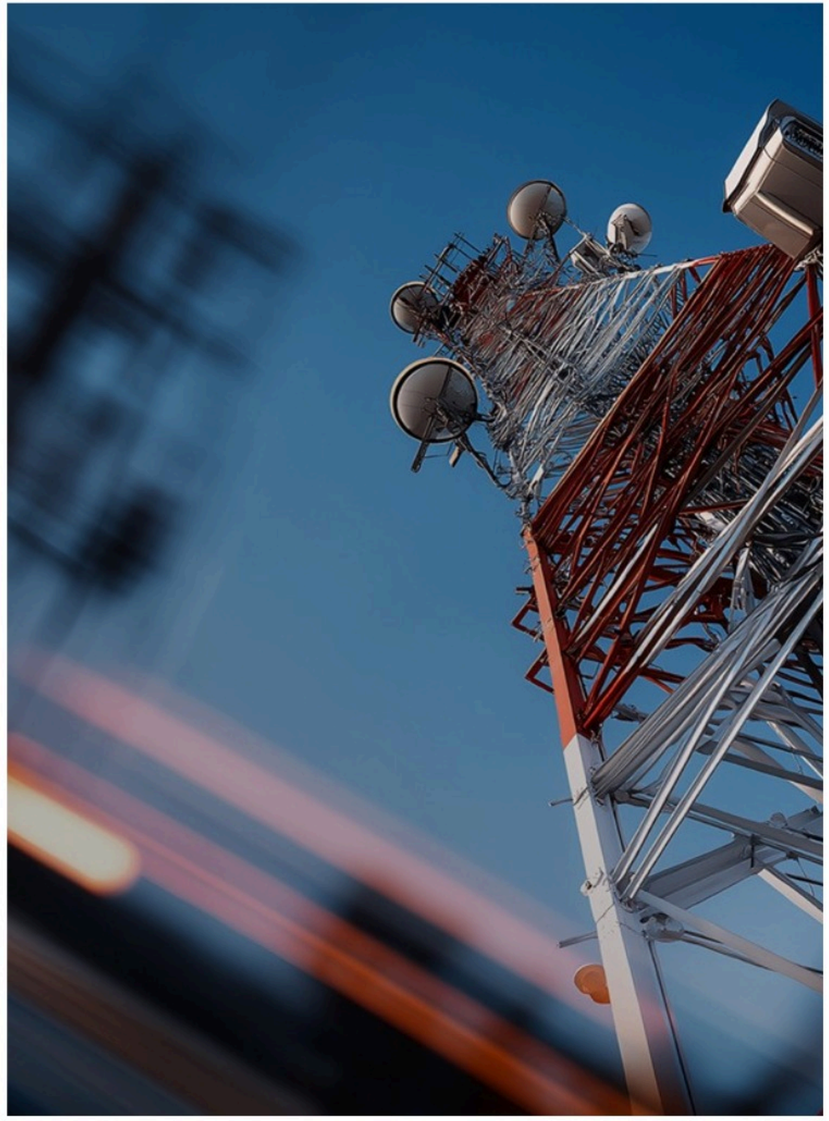
✓ Your Definition of Done
✓ Your user personas
✓ Your estimation method
✓ Your terminology & jargon
✓ Your stakeholder audience
✓ Your escalation criteria
✓ Your quality standards
✓ Your output format examples

Step 3 Document your learnings



10 min

Step 3 Document your learnings



In your Miro frame, complete:

✓ "What we customized" box
What did you add to the agent instructions?

✓ "Best output" box
Paste your best result, what made it good?

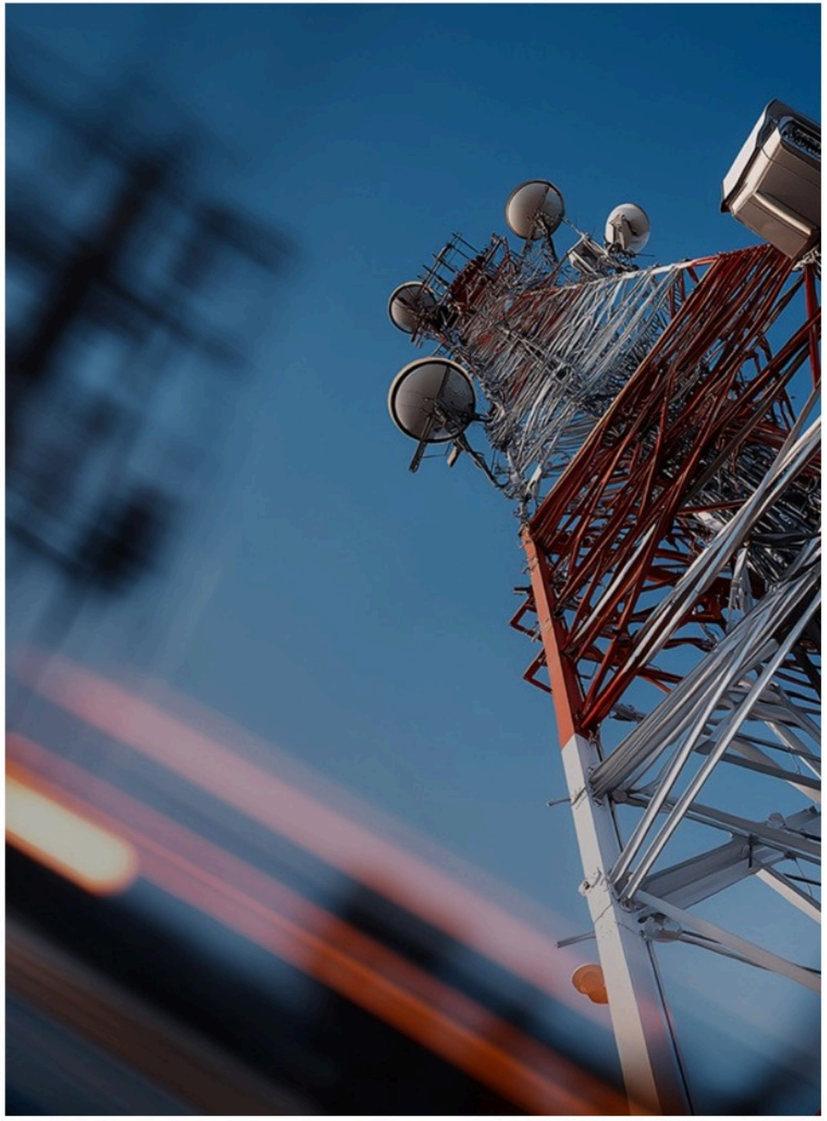
✓ "Guardrails needed" box
What safety checks did you identify?

✓ "Complete the trigger sentence"
"Our agent will [do what] when [trigger] then human reviews [what] before [next step]"

Goal: Clear documentation you can share with your team

5 min

Step 3 Document your learnings



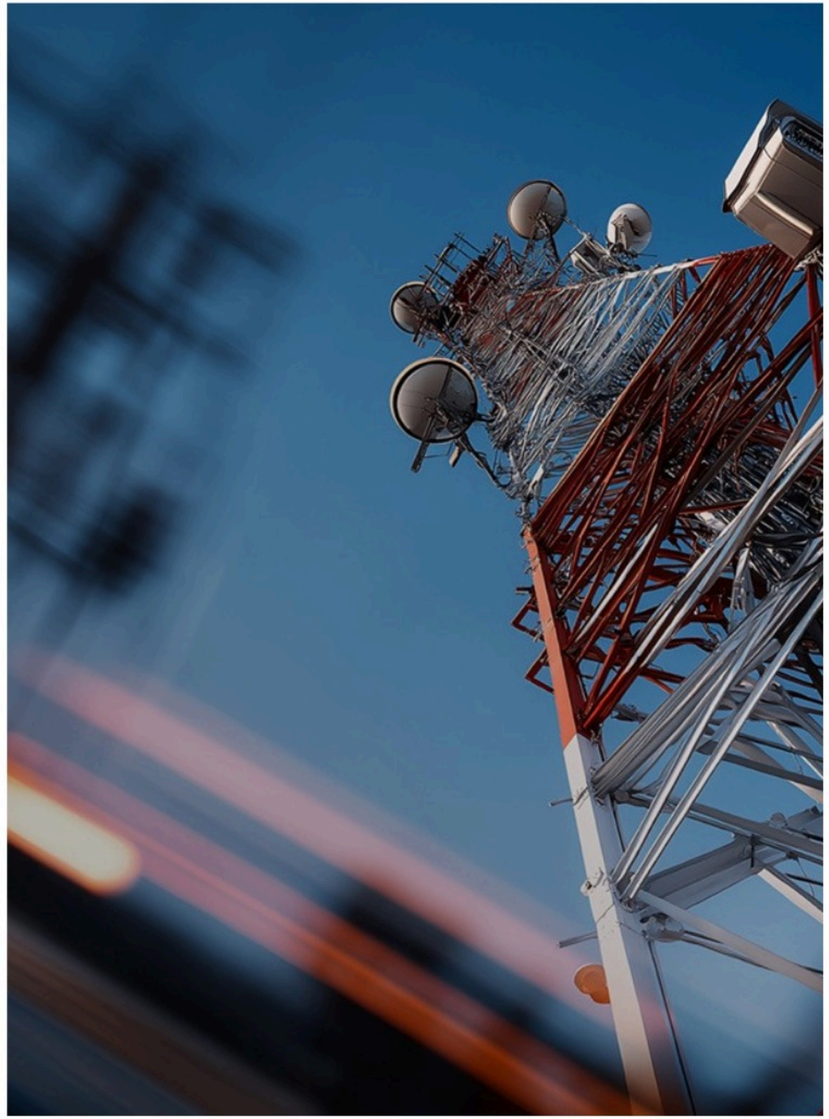
Partner up with someone from a *different* group
(1 min)

Discuss (4 min):

- Which agent did you customize and how?
- What was your best output?
- What would you change before using this at work?

5 min

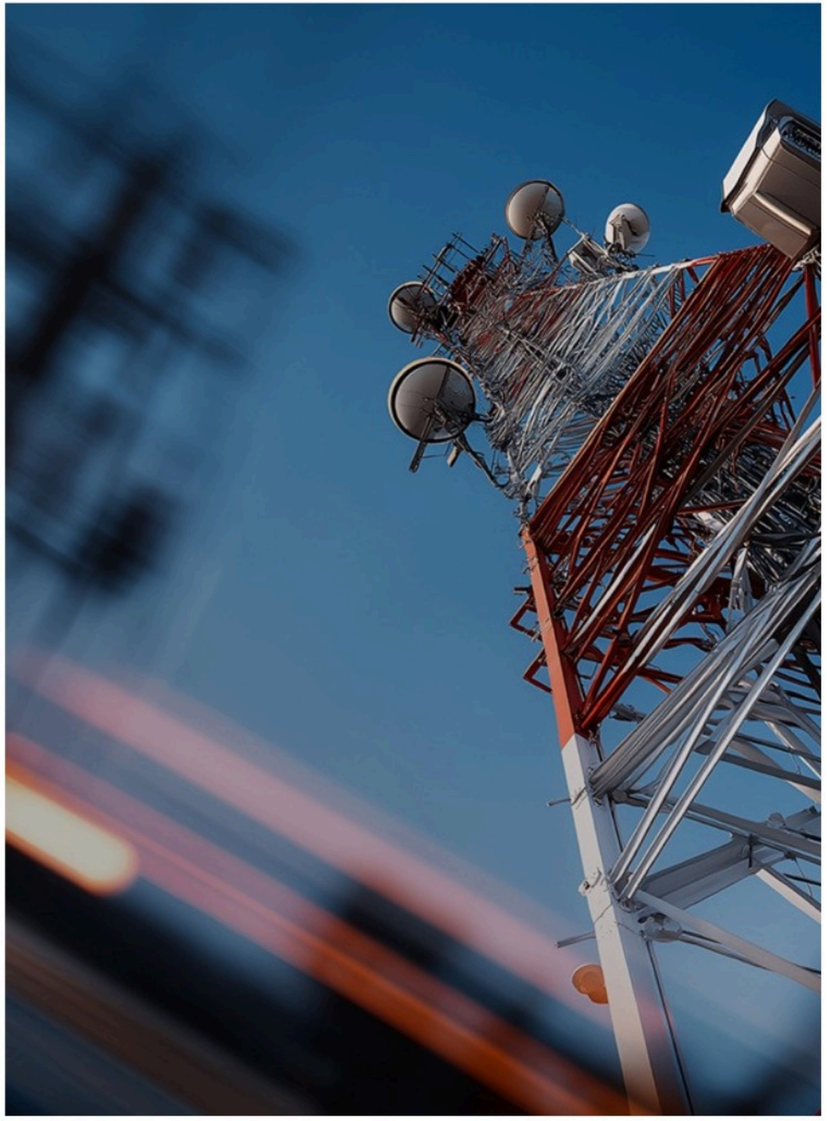
Step 3 Document your learnings



How will you know this agent improved your work?

2 min

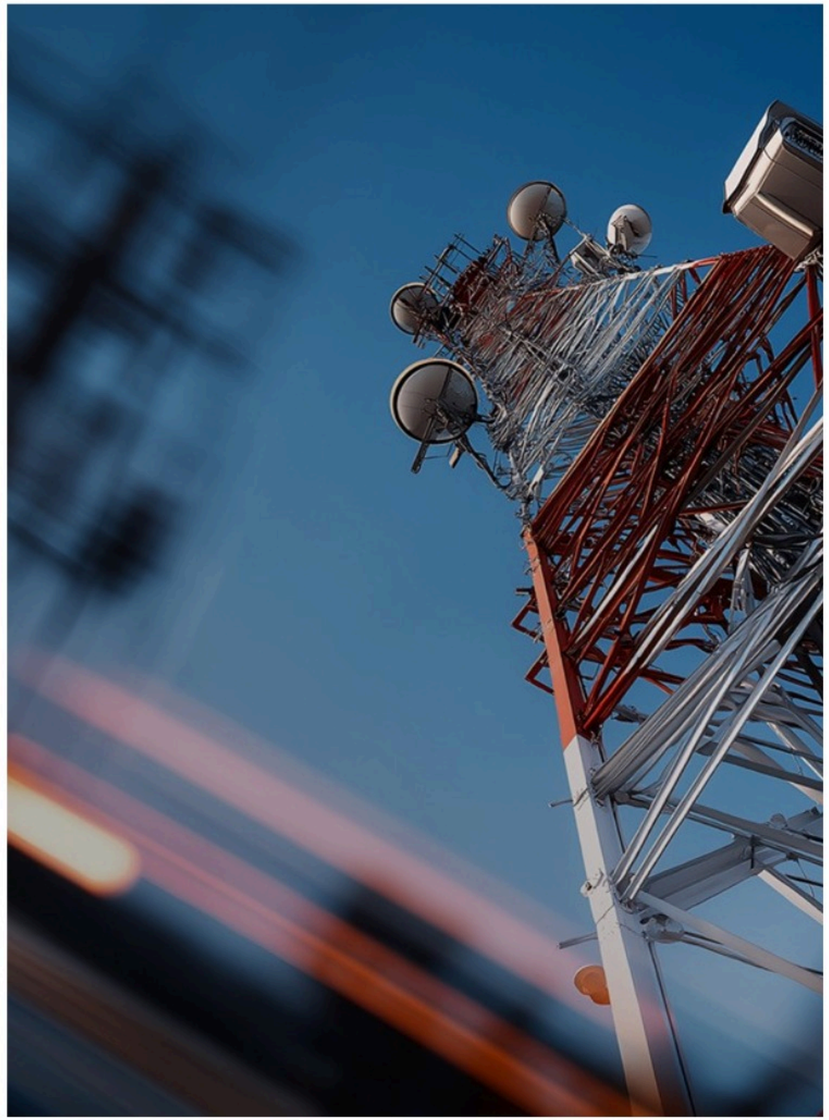
Reflect



What surprised you?
Where could this create impact?
Where could it create risk?
What thinking did you make explicit?

5 min

Your 7 day commitment

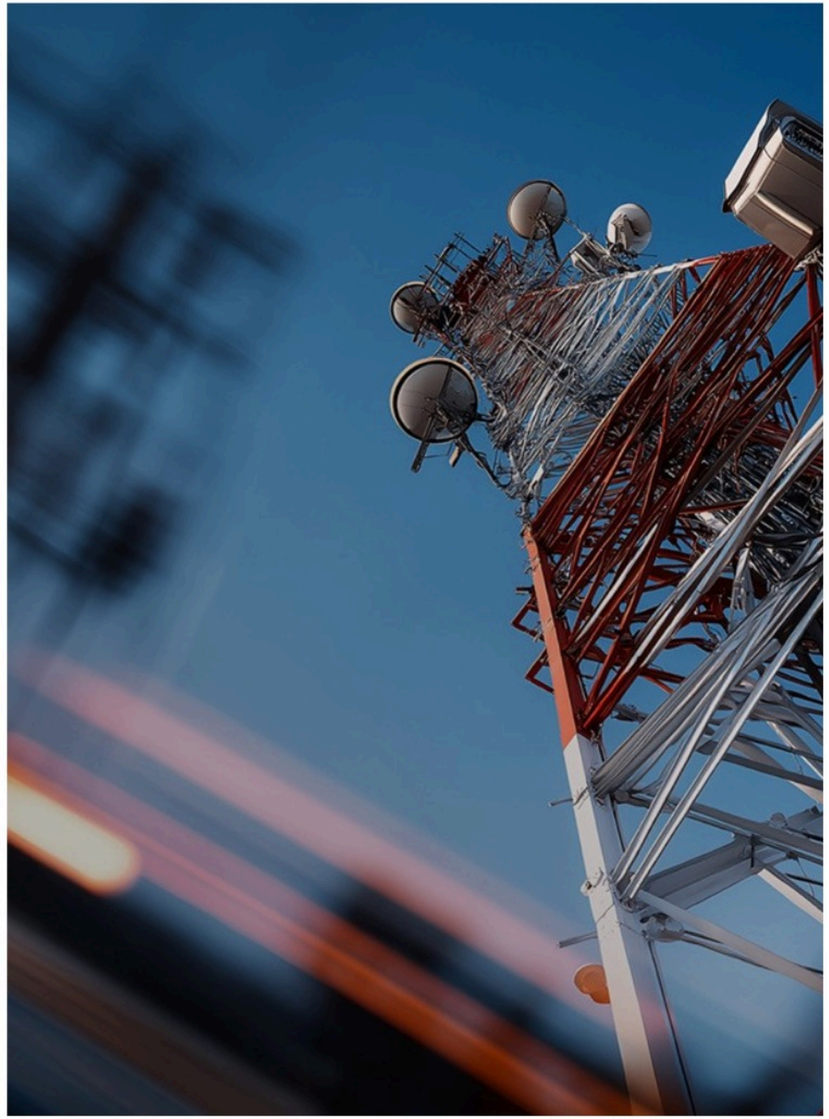


One workflow to experiment with

- First step
- One stakeholder to involve
- One risk to manage

5 min

Take your agent home



TO CREATE YOUR OWN PERMANENT VERSION:
OPTION 1
1: Claude Project (FREE - Recommended) 1. Go to claude.ai → Create free account
2. Projects → New Project
3. Name it after your agent
4. Copy POWERS instructions from workshop materials
5. Add YOUR team's customizations
6. Save → Use forever!

OPTION 2: Your Own Custom GPT (ChatGPT Plus - $20/month)
1. Go to ChatGPT → My GPTs → Create
2. Copy POWERS instructions from workshop materials
3. Add YOUR team's customizations 4. Save → Share with your team!

OPTION 3: Simple Chat Instructions (Any AI Tool)
1. Copy POWERS instructions
2. Paste at start of each conversation
3. Add "Also use these standards: [your rules]"

📩 Get the POWERS instructions: [Link to Google Doc or your materials]

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Tools will change.

Structured thinking will not.

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Thank you

Leave your feedback here and win the Scrum Master Playbook

Scan this QR code

Or go to

https://talk.ac/evelienacunroos

and enter this code when prompted

SCAN26

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Leave your feedback here for the organizers

Build your own AI agent, designing responsible AI collaborators