

S.P.A.R.K. Assessment Canvas

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1. Overview

The S.P.A.R.K. Assessment Canvas is a tool designed to assess a team's psychological and behavioral readiness across each element of the S.P.A.R.K. method (Strategize, Prioritize, Act, Reflect, Kickstart). The canvas includes five sections with three core questions in each, and uses a simple 5-point scale for easy understanding and measurement. It is designed to be used in team meetings, retrospectives, or individual self-assessments.

2. The Canvas

S: Strategize

Goal: Assess how clearly the team aligns their goals and strategies with psychological readiness and long-term vision.

1. Do team members feel personally aligned with the long-term goals of the project?

- Scale: 1 (Not at all) – 5 (Fully aligned)

2. How clear is the team's strategy, and is it rooted in realistic mental models?

- Scale: 1 (Confusing and disjointed) – 5 (Crystal clear)

3. Does the team use mental frameworks (like GROW) to define strategic directions?

- Scale: 1 (Never) – 5 (Always)

P: Prioritize

Goal: Determine the team's ability to prioritize tasks and avoid decision fatigue.

1. Does the team frequently experience decision fatigue when choosing between tasks?

- Scale: 1 (Constantly) – 5 (Rarely)

2. Are high-impact tasks consistently prioritized over low-value distractions?

- Scale: 1 (No, often derailed) – 5 (Yes, consistently prioritized)

3. Does the team use decision-making tools like the Eisenhower Matrix effectively?

- Scale: 1 (Never) – 5 (Always)

A: Act

Goal: Evaluate how quickly and effectively the team moves from planning to action.

1. Does the team procrastinate or wait for perfect conditions to act?
 - Scale: 1 (Frequently wait) – 5 (Act immediately)
2. How well does the team break tasks down into manageable, bite-sized actions?
 - Scale: 1 (Tasks are often overwhelming) – 5 (Tasks are broken down clearly)
3. Does the team use implementation intentions (e.g., “If X happens, we do Y”) to guide actions?
 - Scale: 1 (Never) – 5 (Always)

R: Reflect

Goal: Measure the depth and quality of the team's reflective practices and retrospectives.

1. Are retrospectives insightful and lead to actionable improvements?
 - Scale: 1 (Superficial and ineffective) – 5 (Deep and impactful)
2. How well does the team challenge its cognitive biases during retrospectives?
 - Scale: 1 (Rarely challenge biases) – 5 (Actively question biases)
3. Does the team use mindfulness techniques to improve reflective thinking?
 - Scale: 1 (Never) – 5 (Frequently)

K: Kickstart

Goal: Assess how well the team overcomes inertia and reignites momentum during slow periods.

1. Does the team often hit periods of stagnation or inactivity?
 - Scale: 1 (Often stagnates) – 5 (Rarely stagnates)
2. Does the team use micro-habits and small wins to regain momentum?
 - Scale: 1 (No, not at all) – 5 (Yes, constantly)
3. Are pre-mortem analyses used to identify and avoid potential roadblocks?
 - Scale: 1 (Never) – 5 (Always)

3. Scoring

Once the team answers each question, sum the points in each section:

0-7: Significant improvement needed in this area.

8-12: Some issues to address, but generally functional.

13-15: Performing very well in this area.

This scoring gives an immediate visual representation of where the team stands, allowing for targeted action in areas that need the most attention.

4. Visualization

Use the scores from each section to create a radar chart (spider chart). This provides a quick and intuitive visual of how balanced the team is across the S.P.A.R.K. elements.

A heat map can also be used: color-code the areas that score low (red = urgent improvement, yellow = moderate, green = strong performance).