NEWSLETTER 1

Concise takeaway

Agile Mind Scribe is a practical organizational method for transferring expert knowledge and forming the desired work habits. It combines **Agile practices**, **behavior design**, and **andragogy** into a lightweight, easy-to-implement system.

Agile Mind Scribe – Method for Knowledge Transfer and Retention in the Organization

1. The Organizational Challenge

Every organization faces a systemic problem: **How do we transfer the knowledge of top performers, experts, and high-impact employees to the rest of the team—and how do we shape the behaviors required by the job?**

Traditional training methods often fail to solve this challenge. They are slow, expensive, and disconnected from real work.

2. The Agile Mind Scribe Solution

Agile Mind Scribe offers a practical, low-cost solution built on three pillars:

▪ Agile principles and practices ▪ Behavior design and habit formation ▪ Andragogy – adult learning science

The strength of the method lies in its simplicity: It requires **minimal organizational changes** and **no significant investment**.

3. Why Agile?

Agile uses around **50 practices**, with **10–15 applied daily**. Examples include:

▪ Daily standup meetings ▪ Reviews of completed work (code, mechanical design, gas installation, etc.) ▪ Pair work and collaborative problem-solving

These rituals can be repurposed as **micro-training sessions**.

Example

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During a project using daily standups, the team discovered that several members did not understand the correct structure of a technical requirement. By spending **5 minutes each morning for one week** reviewing the correct syntax, everyone began documenting requirements properly.

The training content was extremely simple: A fixed **User Story** structure—like a fill-in-the-blank sentence from a fourth-grade textbook.

4. Why Behavior Design?

Frequent Agile rituals create repetition—and repetition builds habits.

Behavior design is based on the habit-formation cycle:

Trigger → Action (desired habit) → Reward (mostly non-financial) → Investment of effort

Combined with psychological techniques, this enables employees to form the required behaviors in a predictable way.

Agile Mind Scribe demonstrates:

▪ How behavior-design approaches work in practice ▪ How to design training that reliably forms habits

5. Why Andragogy?

Agile Mind Scribe applies andragogy to create **simple rules for designing learning in the flow of work**.

The focus is on **problem-centered learning**, not abstract theory.

6. What the Method Includes

Agile Mind Scribe describes:

▪ Over **30 Agile practices** ▪ Their application for **knowledge transfer** ▪ Their use for **habit formation** ▪ 1 page cards summarizing each method with practical examples ▪ Additional tools and case studies for real knowledge-transfer planning (e.g., succession planning when a key employee leaves)

7. Origin of the Method

Agile Mind Scribe was developed within the **Agile Mind Scribe Erasmus+ project**. Project results are available at: www.agilemindscribe.eu

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