WHAT IS A BOOK SPRINT?
A facilitated process that brings together a group of people to collaboratively produce a book in three to five days.

USE IT TO
» capture tacit knowledge.
» codify knowledge, practitioners’ experiences, and lessons learned.
» exchange knowledge and results.
» create a tangible product – produce a book.
» build, further develop, or engage a community of practitioners or team.
» encourage ownership of follow-up actions.
» enable knowledge transfer.

HOW TO USE IT
» Identify and bring practitioners or key stakeholders together to collaboratively write a book.
» The facilitator will guide participants through the different steps of collectively producing a book: concept mapping, structuring, writing, composing, and publishing the book.

For an effective book sprint, consider using the following sequence:
» Define what you hope to accomplish and write a short concept note.
» Identify who will coordinate the book sprint and assign team member roles and responsibilities.
» Identify resources.
» Prepare TOR and identify facilitator.
» Work with facilitator on book sprint planning.
» Finalize budget.
» Identify participants and invite them.
» Identify venue.
» Finalize logistics.
» Begin planning follow-up to the book sprint.
» Participate in book sprint.
» Immediately after sprint, publish book in e-book format, possibly hard copy version, and set up print-on-demand service.
» Disseminate book online, via social media, and in face-to-face events; invite people to provide input.
» Begin follow-up and use set up process to incorporate feedback into later book versions.