

## **Team Information**

**Project Title:** Calculating Family Expenses Using ServiceNow

**Team ID:** LTVIP2026TMIDS52528

**College Name:** ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES,  
TIRUPATI

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# Project Planning Phase

## Project: Calculating Family Expenses Using ServiceNow

The planning phase defines the roadmap for executing the project efficiently within a fixed 10-day timeline, from 10 Feb to 20 Feb. This includes defining tasks, assigning roles, setting deadlines, and identifying deliverables for each phase of the project.

### Planning Objectives

- Align project scope and tasks with the available 10-day schedule.
- Allocate time effectively across key project phases.
- Define ownership for each deliverable.
- Ensure timely reviews and quality assurance steps.

### Project Timeline and Deliverables (10 Feb – 20 Feb)

No	Phase	Deliverables	Dates	Owner
1	Requirement Gathering	User stories, Use cases	10-12 Feb	Business Analyst
2	Design Phase	Architecture, UI mockups	13- 14 Feb	Solution Architect
3	Development Phase	Expense Tracker App	15-17 Feb	Developer
4	Testing Phase	Test Cases, Bug Fixes	18 Feb	QA Engineer
5	Deployment & Training	Go-live, User Training	19 Feb	DevOps & Trainer
6	Review & Closure	Feedback, Documentation	20 Feb	Project Manager