
Project Planning Template

Date:10/11/2025

Project ID:NM2025TMID02283

PROJECT NAME

1. Project Overview

Item	Description
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Project Name	Medical Inventory Management System
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Platform	Salesforce (Lightning + Apex + SOQL + Flows)
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Objective	To automate medical inventory tracking, stock alerts, supplier management, and usage analytics within hospitals or clinics.
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Team Members	Product Owner, Scrum Master, Salesforce Developer, QA Engineer, UI/UX Designer
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2. Product Backlog

ID	Feature / User Story	Priority	Story Points	Sprint	Status
PB-01	As a pharmacist, I want to add and update inventory items so that stock is accurate.	High	8	Sprint 1	To Do
PB-02	As an admin, I want to generate low-stock alerts via email and Salesforce notifications.	High	5	Sprint 1	To Do
PB-03	As a manager, I want to view supplier details and reorder from within Salesforce.	Medium	8	Sprint 2	To Do
PB-04	As a doctor, I want to check medicine availability before prescribing.	Medium	3	Sprint 2	To Do
PB-05	As an admin, I want to generate usage and expiry reports.	High	13	Sprint 3	To Do
PB-06	As a user, I want a dashboard for quick insights into stock levels.	Medium	8	Sprint 3	To Do

3. Sprint Schedule

Sprint	Duration	Sprint Goal	Backlog Items	Estimated Velocity (Story Points)
Sprint 1	Week 1–2	Inventory CRUD & Alerts	PB-01, PB-02	13
Sprint 2	Week 3–4	Supplier & Availability	PB-03, PB-04	11

Sprint 3 Week 5–6 Reports & Dashboard PB-05, PB-06 21

4. Estimation Sheet

Task	Estimation Technique	Story Points	Person Responsible	Estimated Hours
Inventory CRUD	Planning Poker	8	Dev 1	16 hrs
Alert Setup	T-Shirt Size (S=3, M=5, L=8)	5	Dev 2	10 hrs
Supplier Module	Planning Poker	8	Dev 1	16 hrs
Availability Check	T-Shirt Size (S=3, M=5, L=8)	3	Dev 2	6 hrs
Reporting	Planning Poker	13	Dev 1	26 hrs
Dashboard	Planning Poker	8	Dev 2	16 hrs

5. Project Tracker


Sprint	Task	Assigned To	Status	% Complete	Comments
Sprint 1	Inventory CRUD	Dev 1	In Progress	70%	Awaiting test

Sprint 1	Alert Setup	Dev 2	Done	100%	Tested
Sprint 2	Supplier Module	Dev 1	To Do	0%	Planned next
Sprint 2	Availability Check	Dev 2	To Do	0%	Pending start

6. Velocity Chart

Sprint	Committed Story Points	Completed Story Points
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Sprint 1	13	11
Sprint 2	11	10
Sprint 3	21	18

 Average Velocity = $(11 + 10 + 18) / 3 = 13$ story points per sprint

7. Burndown Chart (Example Data)

Day	Total Points Remaining	Notes
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Day 1	13	Sprint start
Day 3	10	CRUD module halfway
Day 5	7	Alert feature complete
Day 7	5	Testing in progress
Day 100		Sprint completed

(In actual Salesforce projects, you can visualize this in Jira, Trello, or Salesforce Agile Accelerator.)

8. Tools Used

Category	Tool
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Project Management	Jira / Asana
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Version Control	GitHub
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Salesforce Development	Salesforce CLI, VS Code
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Communication	Slack / Microsoft Teams
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Reporting	Salesforce Dashboards / Power BI
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Would you like me to create this as a professional Excel or Google Sheet template (with ready-made burndown and velocity charts)?

I can generate the .xlsx file for download.