Must be created before sprint 1 and updated at a minimum at the beginning and end of each sprint.

1. It includes:
   1. **ID**: unique for each story
   2. **Story**: Contains the user stories (one story per row) in priority order § Formatted as “As a , I need to because of .
   3. **Sprint**: The story’s sprint number (when it gets implemented)
   4. **Story Priority**: H (high), M (medium), L (low)
   5. **Story Status:** W (waiting), IP (in progress), T (testing), D (done)
   6. **Story Points**: Number of story points gives an indication of the difficulty of the story’s development and testing as well as possibly an estimate of the number of hours to design, implement, and test the story.
   7. The file name should be as follows:
      1. **GroupName\_Deliverable\_i\_ProductBacklog\_j (i = 1..4 & j = 1..6).**