

Project Planning Phase
Project Planning Template (Product Backlog, Sprint Planning, Stories, Story points)

Date	1 November 2025
Team ID	NM2025TMID03847
Project Name	Educational Organisation using Service Now
Maximum Marks	5 Marks

Product Backlog, Sprint Schedule, and Estimation (4 Marks)

Use the below template to create product backlog and sprint schedule

Sprint	Functional Requirement (Epic)	User Story Number	User Story / Task	Story Points	Priority	Team Members
Sprint-1	Admission Management	USN-1	As an admin, I want to create student admission records with auto-generated IDs.	3	High	Karthick Raj T
Sprint-1	Address Automation	USN-2	As an admin, I want the system to auto-fill location details based on pincode.	2	High	Nivethitha S V
Sprint-2	Academic Tracking	USN-3	As a teacher, I want to enter marks and have results calculated automatically.	4	High	Nivethitha S V
Sprint-2	Result Evaluation	USN-4	As a teacher, I want the system to determine pass/fail status.	2	Medium	Neevika K

Sprint-3	Reporting	USN-5	As management, I want to generate student performance reports.	3	Medium	Karthick Raj T
Sprint-3	Form Design & UI Optimization	USN-6	As a developer, I want to design user-friendly forms for all modules.	3	Medium	Rajesh Pandi R

Velocity Calculation Average velocity = (Total Story Points Completed) / (Total

Duration in Days)

Total: 16 points over 9 days → **Velocity = 1.78 points/day**

Burndown Chart

A burndown chart will be used to track remaining work across sprints. It visually

represents progress and helps the team stay aligned with goals.