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

Date	02 NOVEMBER 2025
Team ID	NM2025TMID04453
Project Name	Laptop request catalog item
Maximum Marks	5 Marks

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

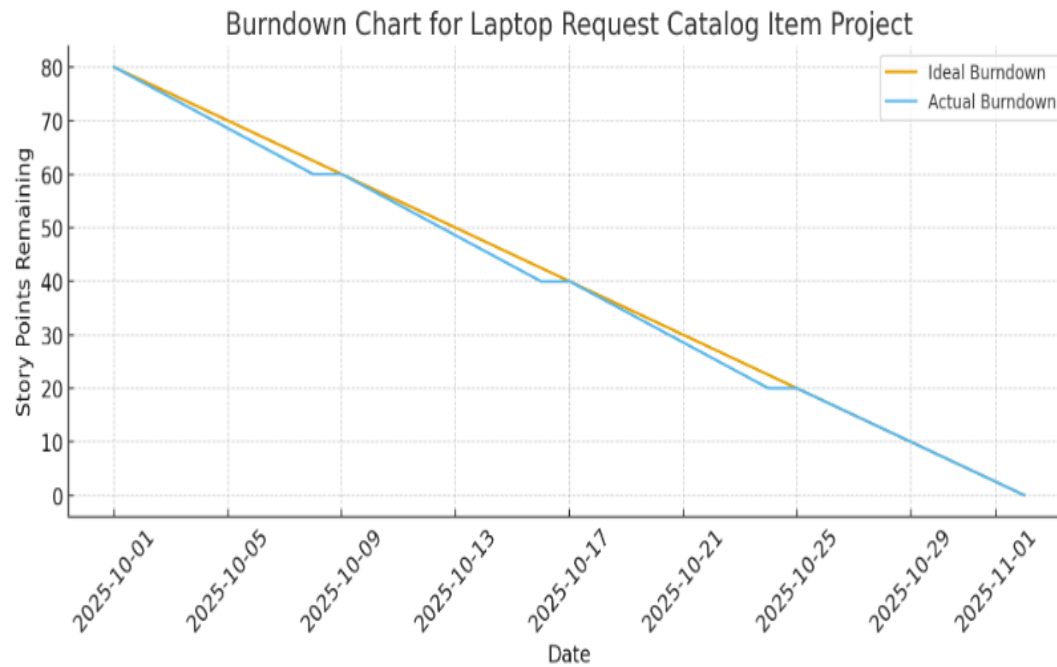Use the below template to create product backlog and sprint schedule

Sprint	Functional Requirement (Epic)	User Story Number	User Story / Task	Story Points	Priority	Team Member
Sprint-1	Catalog Form Design	USN-1	As a catalog admin, I can create a Laptop Request form with required fields.	3	High	S Madhumitha
Sprint-1	User Input Validation	USN-2	As a user, I want validations to ensure all mandatory fields are filled correctly.	2	High	S Merlin
Sprint-1	UI Policies & Data Population	USN-3	As a system developer, I can auto-populate user details on the form for accuracy.	2	Medium	S Madhumitha
Sprint-2	Workflow & Approvals	USN-4	As a manager, I should receive an approval request when a laptop request is submitted.	4	High	S Merlin
Sprint-2	Task Creation	USN-5	As an IT technician, I should get fulfillment tasks to process laptop requests.	3	High	S Madhumitha

| Sprint-2 | Notifications | USN-6 | As a requester, I should receive email updates on request submission, approval, and completion. | 2 | Medium | S Merlin |

Project Tracker, Velocity & Burndown Chart: (4 Marks)

Sprint	Total Story Points	Duration	Sprint Start Date	Sprint End Date (Planned)	Story Points Completed (as on Planned End Date)	Sprint Release Date (Actual)
Sprint-1	20	8 Days	01 Oct 2025	08 Oct 2025	20	08 Oct 2025
Sprint-2	20	8 Days	09 Oct 2025	16 Oct 2025	20	16 Oct 2025
Sprint-3	20	8 Days	17 Oct 2025	24 Oct 2025	19	24 Oct 2025
Sprint-4	20	9 Days	25 Oct 2025	02 Nov 2025	20	02 Nov 2025

Burndown Chart:

Burndown Chart for Laptop Request Catalog Item Project

Burndown Chart successfully generated for your **Laptop Request Catalog Item Project**
Timeline: 01 Oct 2025 – 02 Nov 2025
Shows **Ideal vs Actual** story point burn

References:
1.Agile Project Management
https://www.atlassian.com/agile/project-management
2.How to Do Scrum With Jira Software
https://www.atlassian.com/agile/tutorials/how-to-do-scrum-with-jira-software

3. Epics in Agile

https://www.atlassian.com/agile/tutorials/epics

4. Agile Sprints

https://www.atlassian.com/agile/tutorials/sprints

5. Agile Estimation & Burndown Charts

https://www.atlassian.com/agile/project-management/estimation

https://www.atlassian.com/agile/tutorials/burndown-charts