

SPRINT 2 PLANNING FLOW

Team Maverickians - “Saoda HUT: A Smart Shop Management System for Your Excellence”

Editor

Md. Mahfuz Molla

Decisions for Sprint-2 Planning

- **Sprint Backlog:** A list has been created in a Trello board named **Products Backlog** for tracking tasks.
 - **Link:** Sprint Backlog
- **SCRUM Meeting Time:** Scheduled at **9 PM** every day.
- **Git Commit Message Format:** <Action> by <name>
- **Branch Naming Convention:** Each member will create a branch named `memberName`.

Time Tracking Project

- To enhance our project management and effectively track our time, we have created a project in Toggl. This will allow us to monitor our work hours, analyze productivity, and optimize our workflow.
 - **Link:** Toggl Project Link

Sprint 2 Backlog and Tasks

- **Deadline:** November 12, 2024

1. Manager Observations and Authority

- **Tasks:**
 - Enable customers to purchase digital and physical gift cards.
 - Allow redemption of gift cards at checkout.

- Track gift card balance and manage expiration dates.
- Conduct unit testing, follow coding standards, maintain selected architecture, and add documentation.
- **Assigned to:** Md. Shakhawat Hosen (MSH)
- **Deadline:** November 12, 2024

2. Tier-Based Customer Privilege

- **Tasks:**
 - Facilitate returns process for defective goods.
 - Maintain logs for returned items, including reason and vendor details.
 - Ensure efficient handling of returns in line with vendor policies.
 - Conduct unit testing, follow coding standards, maintain selected architecture, and add documentation.
- **Assigned to:** Md. Mahfuz Molla (MMM)
- **Deadline:** November 12, 2024

3. Receiving Return/Refund from Customer

- **Tasks:**
 - Send transaction notifications to customers for purchase confirmation.
 - Implement text receipt functionality for purchases.
 - Maintain a transaction log for record-keeping and customer service.
 - Conduct unit testing, follow coding standards, maintain selected architecture, and add documentation.
- **Assigned to:** Mohammad Rokibul Hasan Shanto (RHS)
- **Deadline:** November 12, 2024

4. Loyalty Points

- **Tasks:**
 - Monitor inventory levels and stock updates.
 - Track sales and customer activity within the store.
 - Implement tools for real-time insights into store performance.
 - Conduct unit testing, follow coding standards, maintain selected architecture, and add documentation.
- **Assigned to:** Md. Mahfuzur Rahman (MMR)

5. Providing Customer Notification

- **Tasks:**
 - Provide customers with a platform to leave reviews and feedback.
 - Implement feedback collection tools to gather insights on customer satisfaction.
 - Analyze reviews to improve store offerings and service quality.
 - Conduct unit testing, follow coding standards, maintain selected architecture, and add documentation.
- **Assigned to:** Ali Jakey Shariar (AJS)
- **Deadline:** November 12, 2024

6. Payment Processing

- **Tasks:**
 - Allow customers to access and update their profile information.
 - Enable management of user-specific data, such as contact info, preferences, and purchase history.
 - Ensure data privacy and protection in compliance with standards.
 - Conduct unit testing, follow coding standards, maintain selected architecture, and add documentation.
- **Assigned to:** Mamunur Roshid (MR)
- **Deadline:** November 12, 2024

Sprint Review/Retrospective

- **Date:** November 13, 2024
- **Agenda:**
 - Review sprint performance.
 - Identify successes and improvement areas.
 - Discuss potential adjustments for the next sprint with the supervisor.

Communication and Collaboration

- Daily **SCRUM meetings** and **Discord discussions** for regular team updates and collaboration.

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