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

Date	28 OCT 2025
Team ID	NM2025TMID05124
Project Name	Laptop Request Catalog Item

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	Catalog Item Creation	**USN-1**	As an admin, I can create a *Laptop Request Catalog Item* in the ServiceNow platform to allow users to request laptops efficiently.	3	High	Mugilan
Sprint-1	Form Design and Variables	**USN-2**	As a developer, I can add form variables such as laptop type, purpose, justification, and delivery location.	2	High	Ali
Sprint-2	Dynamic Form Behavior	**USN-3**	As a system admin, I want to configure *UI Policies* and *Client Scripts* to show or hide fields dynamically based on user selections.	3	High	Bavan
Sprint-2	Workflow Integration	**USN-4**	As a developer, I can integrate approval workflows and fulfillment tasks to automate the laptop request process.	4	High	Veerasekar
Sprint-3	Testing and Validation	**USN-5**	As a tester, I should verify that the form behaves as expected, workflows execute correctly, and approvals route properly.	3	Medium	Mugilan
Sprint-3	Documentation	**USN-6**	As a developer, I will document the catalog item configuration, workflow, and testing results for submission.	2	Medium	Mugilan

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	1 Days	27 Oct 2025	27 Oct 2025	20	27 Oct 2025
Sprint-2	20	1 Days	28 Oct 2025	28 Oct 2025	20	28 Oct 2025
Sprint-3	20	1 Days	29 Oct 2025	29 Oct 2025	19	29 Oct 2025
Sprint-4	20	1 Days	30 oct 2025	30 oct 2025	20	30 oct 2025

Velocity

Average velocity = (Total Story Points Completed) / (Total Duration in Days)

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