

Project Planning Phase

Date	06 NOVEMBER 2025
Team ID	NM2025TMID05229
Project Name	To Supply Leftover Food to Poor
Maximum Marks	5 Marks

Introduction :

The Project Planning Phase defines how the work is organized, divided, and completed within specific time frames. It includes creating a product backlog, identifying user stories, planning sprints, and estimating story points. This structured planning ensures that the Salesforce-based food donation system is developed efficiently, tested properly, and delivered on time. Each sprint focuses on key functional requirements such as donor registration, NGO matching, volunteer management, and reporting.

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

Sprint	Functional Requirement (Epic)	User Story Number	User Story / Task	Story Points	Priority	Team Members
Sprint-1	Donor Management	USN-1	As a donor, I can register and post leftover food details for donation.	2	High	Priya Darshini
Sprint-1	NGO Matching	USN-2	As a system, I can match donors with nearby NGOs automatically based on food type and location.	2	High	Rajakaviya
Sprint-2	Volunteer Assignment	USN-3	As a system, I can assign available volunteers to pick up and deliver food efficiently.	4	High	Rakani
Sprint-2	Notification System	USN-4	As a user, I receive real-time notifications when food is posted, accepted, or delivered.	3	High	Pavithra
Sprint-2	Dashboard & Reports	USN-5	As an admin, I can view total donations, NGO responses, and delivery statistics.	2	Medium	Priya Darshini

Sprint-3	Documentation	USN-6	As a developer, I will document the architecture, features, and testing results for submission.	3	Medium	Team Members
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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	6 Days	31 September 2025	05 October 2025	20	05 October 2025
Sprint-2	20	6 Days	05 October 2025	11 October 2025	20	11 October 2025
Sprint-3	20	6 Days	12 October 2025	18 October 2025	20	18 October 2025
Sprint-4	20	6 Days	19 October 2025	25 October 2025	20	25 October 2025

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

Velocity

$$\text{Average Velocity} = \frac{\text{Total Story Points Completed}}{\text{Total Duration (in days)}}$$

Total: 80 points over 24 days

Velocity = 4 points/day

Burndown Chart :

A burndown chart shows how much work remains versus the time available. It visually tracks the progress of tasks throughout each sprint. In this project, the chart helps monitor how efficiently the team collected, managed, and delivered leftover food within each sprint. As story points decrease over time, it indicates faster task completion and better coordination among team members

Tools Used for Project Planning:

- Salesforce for system development and automation
- Excel or Google Sheets for sprint scheduling and story point estimation
- Jira or Trello for task management (if applicable)
- Salesforce Dashboard for progress tracking and reporting

Challenges and Risk Handling:

Some challenges faced included estimating accurate story points and managing time within short sprint durations. The team overcame these challenges by prioritizing high-impact features first and maintaining clear communication among all members.

Expected Outcome of Planning Phase:

- A clear roadmap for the entire development cycle
- Well-defined user stories and sprint plans
- Measurable progress using velocity and burndown charts
- Successful completion of the Salesforce-based food donation system within the planned schedule

Conclusion:

The project planning phase ensures efficient task management and smooth workflow across all sprints. It helps the team stay organized, meet deadlines, and maintain steady progress. Overall, it supports successful and timely completion of the project goals.