

## Project Planning Phase

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

Date	26 June 2025
Team ID	LTVIP2025TMID28869
Project Name	Educational Organisation using Servicenow
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	Setting Up Instance	USN-1	As a user, I want to set up the ServiceNow instance so that I can begin development.	2	High	P. Nandu E.S.Shireesha J.Shanthamma
Sprint-1	Creating Update Set	USN-2	As a user, I want to create an update set to store my customizations safely.	2	High	P. Nandu E.S. Shireesha J.Shanthamma
Sprint-1	Creating Table	USN-3	As a user, I want to create a table to store educational organisation records.	2	High	P. Nandu E.S. Shireesha J.Shanthamm
Sprint-2	Form Layout	USN-4	As a user, I want to customize the form layout for better usability.	2	Medium	P. Nandu E.S. Shireesha J.Shanthamma
Sprint-2	Form Design	USN-5	As a user, I want to design the form with appropriate fields.	2	Medium	P. Nandu E.S. Shireesha J.Shanthamma

Sprint-3	Number Maintenance	USN-6	As a user, I want to maintain unique numbers for educational records	2	Medium	P. Nandu E.S. Shireesha J.Shanthamma
Sprint-3	Process Flow	USN-7	As a user, I want to define the process flow to automate record creation	2	High	P. Nandu E.S. Shireesha J.Shanthamma
Sprint-4	Client Script	USN-8	As a user, I want to write a client script to dynamically display Pincode.	2	High	P. Nandu E.S. Shireesha J.Shanthamma
Sprint-4	Testing and Final Result	USN-9	As a user, I want to test and verify all modules and submit the final result.	2	High	P. Nandu E.S. Shireesha J.Shanthamma

**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	6	5 Days	02 June 2025	07 June 2025	6	02 June 2025
Sprint-2	4	4 Days	09 June 2025	13 June 2025	4	09 June 2025
Sprint-3	4	4 Days	15 June 2025	20 June 2025	4	15 June 2025
Sprint-4	4	4 Days	22 June 2025	27 June 2025	4	22 June 2025

**Velocity:**

Velocity = Total Story Points / Total Duration

Total = (6 + 4 + 4 + 4) = 18

Total Days = (5 + 4 + 4 + 4) = 17

Average Velocity (AV) =  $18 / 17 \approx 1.06$  story points/day

**Burndown Chart:**

A burn down chart is a graphical representation of work left to do versus time. It is often used in agile software development methodologies such as Scrum. However, burn down charts can be applied to any project containing measurable progress over time.

<https://www.visual-paradigm.com/scrum/scrum-burndown-chart/>

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

**Reference:**

<https://www.atlassian.com/agile/project-management>

<https://www.atlassian.com/agile/tutorials/how-to-do-scrum-with-jira-software>

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

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

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

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