

Project Planning Phase

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

Date	15 February 2025
Team ID	LTVIP2026TMIDS54383
Project Name	Educational organisations using service now
Maximum Marks	5 Marks

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	Registration	USN-1	As an admin, I can create a new admission record by entering student details.	2	High	Team
Sprint-1	Registration	USN-2	As an admin, admission number should be generated automatically.	1	High	Team
Sprint-1	Registration	USN-3	As an admin, I can save student and parent details in the system.	2	High	Team
Sprint-2	Login	USN-4	As a user, I can log into the system using credentials.	1	High	Team
Sprint-2	Dashboard	USN-5	As an admin, I can view admission records in dashboard view.	2	Medium	Team
Sprint-2	Dashboard	USN-6	As an admin, I can search and filter admission records.	2	Medium	Team

Sprint	Functional Requirement (Epic)	User Story Number	User Story / Task	Story Points	Priority	Team Members
Sprint-3	Admission Workflow	USN-7	As an admin, admission status can be updated automatically.	3	High	Team
Sprint-3	Admission Workflow	USN-8	As an admin, I can track admission progress.	2	High	Team
Sprint-4	Reports	USN-9	As an admin, I can generate admission reports.	2	Medium	Team
Sprint-4	Notifications	USN-10	As a user, I receive notification after admission update.	1	Medium	Team

✓ Project Tracker, Velocity & Burndown Chart

Sprint	Total Story Points	Duration	Sprint Start Date	Sprint End Date (Planned)	Story Points Completed	Sprint Release Date (Actual)
Sprint-1	10	6 Days	15 Feb 2025	20 Feb 2025	10	20 Feb 2025
Sprint-2	10	6 Days	22 Feb 2025	27 Feb 2025	10	27 Feb 2025
Sprint-3	10	6 Days	01 Mar 2025	06 Mar 2025	10	06 Mar 2025
Sprint-4	10	6 Days	08 Mar 2025	13 Mar 2025	10	13 Mar 2025

✓ Velocity Calculation

Assume:

- Sprint Duration = 10 Days
- Total Story Points Completed per Sprint = 20

Average Velocity (AV)

$$AV = \frac{\text{Total Story Points}}{\text{Sprint Duration}}$$
$$AV = \frac{20}{10} = 2 \text{ story points per day}$$

So, the team completes **2 story points per day**.

✓ Burndown Chart Explanation

A burndown chart represents the remaining work versus time in a sprint.

- X-axis represents time (days of sprint).
 - Y-axis represents remaining story points.
 - As the sprint progresses, the remaining work decreases until it reaches zero at sprint completion.
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References

1. ServiceNow – Official Documentation
<https://www.servicenow.com/docs/>
2. Scrum Alliance – Scrum Framework and Sprint Planning Concepts
<https://www.scrumalliance.org/>
3. Atlassian – Agile Project Management, Backlog & Burndown Charts
<https://www.atlassian.com/agile>

4. Mountain Goat Software – User Stories and Story Point Estimation
<https://www.mountangoatsoftware.com/agile>
5. Agile Alliance – Agile Development Practices
<https://www.agilealliance.org/>