

Project Planning Phase

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| Date | 2 November 2025 |
| Team ID | NM2025TMID06655 |
| Project Name | Calculating Family Expenses Using Service Now |
| Maximum Marks | 2 Marks |

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

Use the below table to plan sprints, define epics, and allocate story points.

| Sprint | Functional Requirement (Epic) | User Story Number | User Story / Task | Story Points | Priority | Team Members |
|-----------------|-----------------------------------|-------------------|--|--------------|----------|--------------|
| Sprint-1 | Instance Setup & Configuration | USN-1 | As a developer, I can set up a ServiceNow Developer Instance for project creation. | 2 | High | Jenifa |
| Sprint-1 | Table Creation | USN-2 | As a developer, I can create the <i>Family Expenses</i> and <i>Daily Expenses</i> tables to store data. | 3 | High | Ruthisha |
| Sprint-2 | Form Design & Field Configuration | USN-3 | As a developer, I can configure forms and make necessary fields mandatory/read-only for accurate data entry. | 3 | High | Nishala |
| Sprint-2 | Relationship Establishment | USN-4 | As a system admin, I can establish relationships between <i>Family Expenses</i> and <i>Daily Expenses</i> tables. | 4 | High | Remila Jane |
| Sprint-3 | Business Rule Implementation | USN-5 | As a developer, I can create a Business Rule to auto-update <i>Family Expenses</i> when <i>Daily Expenses</i> are added or modified. | 4 | High | Jenifa |

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|-----------------|------------------------------------|-------|---|---|--------|-------------|
| Sprint-3 | Data Validation Testing | USN-6 | As a tester, I can validate the business rule and ensure real-time updates between tables. | 3 | Medium | Ruthisha |
| Sprint-4 | Performance Testing & Optimization | USN-7 | As a tester, I can test system speed, form response time, and workflow execution. | 2 | High | Nishala |
| Sprint-4 | Documentation & Final Submission | USN-8 | As a developer, I can prepare project documentation, screenshots, and reports for submission. | 2 | Medium | Remila Jane |

Project Tracker, Velocity & Burndown Chart (4 Marks)

| Sprint | Total Story Points | Duration | Sprint Start Date | Sprint End Date (Planned) | Story Points Completed (on Planned End Date) | Sprint Release Date (Actual) |
|-----------------|--------------------|----------|-------------------|---------------------------|--|------------------------------|
| Sprint-1 | 10 | 6 Days | 01 Nov 2025 | 06 Nov 2025 | 10 | 06 Nov 2025 |
| Sprint-2 | 10 | 6 Days | 07 Nov 2025 | 12 Nov 2025 | 10 | 12 Nov 2025 |
| Sprint-3 | 10 | 6 Days | 13 Nov 2025 | 18 Nov 2025 | 9 | 18 Nov 2025 |
| Sprint-4 | 10 | 6 Days | 19 Nov 2025 | 24 Nov 2025 | 10 | 24 Nov 2025 |

Velocity Calculation

Average Velocity = (Total Story Points Completed) / (Total Duration in Days)
 = (39 Story Points / 24 Days)
 Velocity = 1.62 Story Points per Day

Burndown Chart Summary

A Burndown Chart visually tracks project progress against time.

- The chart starts with 40 total story points and reduces daily as tasks are completed.
- By Sprint-4, almost all backlog items are completed, leaving minimal pending work.
- The consistent downward trend reflects steady progress and effective sprint planning

Conclusion

The Project Planning Phase for *Calculating Family Expenses using ServiceNow* ensures an organized Agile workflow. Each sprint focuses on incremental development — from setup and table creation to rule automation and testing. With steady velocity and consistent completion of story points, the project remains on track for successful and timely delivery.