

Project Planning Phase

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

Project Name	Automated Network Request Management in ServiceNow
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Product Backlog, Sprint Schedule, and Estimation

Use the below template to create product backlog and sprint schedule

Sprint	Functional Requirement (Epic)	User Story Number	User Story / Task	Story Points	Priority
Sprint-1	Data Architecture	USN-1	As an admin, I can create custom tables for storing network request data.	3	High
Sprint-1	Data Architecture	USN-2	As an admin, I can create required fields in the tables.	3	High
Sprint-1	Data Architecture	USN-3	As an admin, I can define field properties (e.g., mandatory, default values).	2	High
Sprint-1	Data Architecture	USN-4	As an admin, I can optionally add fields to request forms.	1	Medium
Sprint-2	Business Rules	USN-5	As an admin, I can configure UI Policies for dynamic field display (e.g., show description if device = Others).	3	High
Sprint-2	Business Rules	USN-6	As an admin, I can set up conditional logic and field dependencies in catalog items.	2	High
Sprint-3	Automation Logic	USN-7	As an admin, I can create a new Flow in Flow Designer for request automation.	5	High
Sprint-3	Automation Logic	USN-8	As an admin, I can configure the trigger for the flow on catalog item submission.	2	High

Sprint	Functional Requirement (Epic)	User Story Number	User Story / Task	Story Points	Priority
Sprint-3	Automation Logic	USN-9	As an admin, I can add and configure actions (Get Catalog Variables, Create Record, Ask for Approval, Send Email, Update Record).	5	High
Sprint-3	Automation Logic	USN-10	As an admin, I can review and test the Flow Chart for visualization.	2	Medium

Velocity:

Assuming previous sprints or historical data (from similar ServiceNow configurations), team velocity is estimated at 12-15 Story Points per Sprint. After completion of Sprint-1, recalculate as:

Velocity = Total Story Points Completed / Number of Sprints

(Example from planning logic: If Sprint-1 completes 9 points and Sprint-2 completes 5, total 14 over 2 sprints → Velocity = 7 points/sprint. Adjust based on actuals.)

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>