

## Project Planning Phase

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

#### Template

|               |   |
|---------------|---|
| Date          | 10 feb 2026                               |
| Team ID       | LTVIP2026TMIDS75119                       |
| Project Name  | Educational Organization using serviceNow |
| Maximum Marks | 4 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 | Student Management            | EDU-1             | As an admin, I want to create and manage student records in ServiceNow. | 3            | High     | N. Durga Mahendra |

|          |                  |       |   |   |      |              |
|----------|------------------|-------|---|---|------|--------------|
| Sprint-1 | Admission Portal | EDU-2 | As a student, I should be able to submit an admission | 4 | High | R.S.S. Manoj |
|----------|------------------|-------|---|---|------|--------------|

|          |                     |       |   |   |      |            |
|----------|---------------------|-------|---|---|------|------------|
|          |                     |       | request through the portal.   |   |      |            |
| Sprint-2 | Workflow Automation | EDU-3 | As the system, I should automatically route student admission requests to the admin/department head for approval. | 5 | High | N. Gowtham |
| Sprint-2 | Progress Tracking   | EDU-4 | As a teacher, I should be able to enter and update student academic progress.                                     | 3 | High | O. Sravani |

|          |                            |       |   |   |        |                   |
|----------|----------------------------|-------|---|---|--------|-------------------|
| Sprint-2 | Parent Details Integration | EDU-5 | As an admin, I want to store parent contact info and link it to student profiles. | 2 | Medium | N. Durga Mahendra |
| Sprint-3 | Reporting Dashboard        | EDU-6 | As management, I want to generate reports for admissions and student              | 4 | Medium | N. Durga Mahendra |
|          |                            |       | performance.  |   |        |                   |
| Sprint-3 | Testing & Validation       | EDU-7 | As a tester, I need to validate the workflows, forms, and reports work correctly. | 3 | High   | R.S.S. Manoj      |
| Sprint-3 | Documentation              | EDU-8 | As a developer, I will document system design, sprint work, and testing results.  | 2 | Medium | O. Sravani        |

### **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 | 18                 | 6 Days   | 01 Feb 2026       | 06 Feb 2026               | 18  | 06 Feb 2026                  |
| Sprint-2 | 20                 | 6 Days   | 07 Feb 2026       | 13 Feb 2026               | 19  | 13 Feb 2026                  |
| Sprint-3 | 22                 | 6 Days   | 14 Feb 2026       | 20 Feb 2026               | 22  | 20 Feb 2026                  |
| Sprint-4 | 20                 | 6 Days   | 21 Feb 2026       | 27 Feb 2026               | 20  | 27 Feb 2026                  |

### **D Velocity Calculation**

**Average Velocity = (Total Story Points Completed) / (Total Duration)**

- Total Story Points Completed = **79**
- Total Duration = **24 Days**
- **Velocity =  $79 / 24 = 3.29$  story points per day**

- Higher velocity shows improved productivity as work progressed.

## **Burndown Chart Description**

A **burndown chart** tracks the remaining work (story points) across time in each sprint.

- **X-Axis:** Days in Sprint
- **Y-Axis:** Remaining Story Points
- Story points start at the sprint total and move toward **zero** as tasks are completed.
- For this project, the burndown trend shows **consistent progress and timely sprint completion**, indicating strong sprint planning and execution.