

Project Planning Phase

Project Planning

Date	15 February 2025
Team ID	LTVIP2025TMID30162
Project Name	Laptop Request Catalog Item (ServiceNow Administration)
Maximum Marks	5 Marks

Product Backlog, Sprint Schedule, and Estimation

Sprint	Functional Requirement (Epic)	User Story Number	User Story / Task	Story Points	Priority	Team Members
Sprint-1	Catalog Item Creation	USN-1	As a user, I can access the Laptop Request item from the Service Catalog and view the form.	2	High	All
Sprint-1	Catalog Form Configuration	USN-2	As a user, I can fill out Laptop Model, Justification, and Accessories fields in the form.	2	High	All
Sprint-1	Dynamic Behavior	USN-3	As a user, I will see the Accessories Details field only when I select "Additional Accessories."	1	High	Yogitha
Sprint-1	Form Validation	USN-4	As a user, I cannot submit the form without filling required fields (e.g., justification).	1	Medium	Bhavana
Sprint-2	Reset Function	USN-5	As a user, I can click a reset button to clear the form and receive a confirmation alert.	2	High	Srinidhi
Sprint-2	Data Storage	USN-5	As an admin, I can view the submitted laptop requests in ServiceNow tables.	2	High	Bhavana

Sprint	Functional Requirement (Epic)	User Story Number	User Story / Task	Story Points	Priority	Team Members
Sprint-3	Update Set Management	USN-5	As a developer, I can export the update set and import it into a new instance for reuse.	3	High	All
Sprint-3	Testing & Validation	USN-5	As a tester, I can verify the behavior of the form, including field visibility and validation.	2	High	All

Project Tracker, Velocity & Burndown Chart:

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	20	6 Days	12 Feb 2025	17 Feb 2025	20	17 Feb 2025
Sprint-2	20	6 Days	18 Feb 2025	23 Feb 2025	18	23 Feb 2025
Sprint-3	20	6 Days	24 Feb 2025	29 Feb 2025	16	01 Mar 2025
Sprint-4	20	6 Days	01 Mar 2025	06 Mar 2025	20	06 Mar 2025

Velocity:

Imagine we have a 10-day sprint duration, and the velocity of the team is 20 (points per sprint). Let's calculate the team's average velocity (AV) per iteration unit (story points per day)

$$AV = \frac{\textit{sprint duration}}{\textit{velocity}} = \frac{20}{10} = 2$$