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

Date	31 October 2025
Team ID	NM2025TMID08347
Project Name	LAPTOP REQUEST CATALOG ITEM
Maximum 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	Laptop Request Form	USN-1	As an employee, I can access a laptop request form in ServiceNow with guided fields.	3	High	Developer, UX
Sprint-1	Laptop Request Form	USN-2	As an employee, I see role-based laptop recommendations based on my job title.	2	High	Developer
Sprint-2	Form Dynamics	USN-3	As an employee, I see dynamic fields that change based on my selections (via UI Policies)	3	Medium	Developer, Tester
Sprint-1	Form Functionality	USN-4	As an employee, I can reset the form to correct errors before submission.	1	Medium	Developer
Sprint-1	Approval Workflow	USN-5	As a manager, I can approve or reject laptop requests with comments.	2	High	Developer, IT
Sprint-3	Status Tracking	USN-6	As an employee, I can see the real-time status of my laptop request.	2	Medium	Developer, UX
Sprint-3	Integration	USN-7	As IT staff, I can see laptop availability from CMDB during request processing	3	Low	Developer, IT
Sprint-2	Notifications	USN-8	As an employee, I receive email updates on request approval or rejection.	1	High	Developer

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	7	4 Days	13 OCT 2025	16 OCT 2025	7	16 OCT 2025
Sprint-2	5	4 Days	17 OCT 2025	20 OCT 2025	5	20 OCT 2025
Sprint-3	5	5 Days	21 OCT 2025	25 OCT 2025	5	25 OCT 2025

Velocity:
Sprint-1: Completed 7 story points in 4 days, with a higher velocity due to focused work on core functionalities.

$$AV = \frac{\text{Total Story Points}}{\text{Duration (Days)}}$$

Sprint-1:

$$AV = \frac{7 \text{ points}}{4 \text{ days}} \approx 1.75 \text{ points/day}$$

Sprint-2:

$$AV = \frac{5 \text{ points}}{4 \text{ days}} = 1.25 \text{ points/day}$$

Sprint-3:

$$AV = \frac{5 \text{ points}}{5 \text{ days}} = 1 \text{ point/day}$$

Sprint-2: Completed 5 story points in 4 days, slightly lower velocity due to more complex tasks.
Sprint-3: Completed 5 story points in 5 days, the lowest velocity due to additional time required for testing and integrations.