# Samples

## Sample Project Decisions

Moved all Automation epic tasks to not-selected status.

Sprint 13

Date - 9/12/2023

Decision made by:

EM

Decision: Removed 16.5 story points worth of stories from the sprint. Reason: overcommitment during planning.

CC: ,

Developer

SM

Date - 9/14/2023

Decision made by:

Decision: DevOps and deployment architecture implementation and Reports functionalities has to be a part of phase 1. CC:

COO

Sprint 14

**Date - 9/26/2023**

Decision made by:

EM

Decision:

→ Before starting a sprint, frontend developer, backend developer and tester should be assigned to each story.

→ Decided to clear out all the spilled over stories and setup sprint goals for that.

Date - 10/05/2023

Decision made by:

EM

Decision:

→ There should be a way to review the completed work against the sprint goals during the middle of the sprint. (Preferably send an email to the EM)

## Sprint plan sample (From Transpomate)

##### Sprint goals:

 Complete spilled over mobile + web stories (SC - 4 / SP - 13)- Developer , Developer ,

 Achieve 46 SPs - (13 SP (4) spillovers + 36SP (8) new items)

 Complete R&D task on SMS service comparison and provide a summary of the findings - points - 3)

(Story

Developer2

##### Sprint summary:

|  |  |
| --- | --- |
| total spillover stories points / count | 13 SP / 4 - Developer , Developer2 |
| total new stories points/count | 33 SP / 8 - Developer , Developer2 |
| current velocity | 20.2 SP |
| commitment | 46 SP (commitment is 33 + spillovers) |
| dependency status | TN-602  Acceptance criteria needs to be updated. BA **PENDING**  UI design - BA **PENDING**  Error page should be designed to show if the login feature is crashed.  Not access page should be designed to show if the user has the access to login or not.  Sequence diagram - Developer TN-592  R&D on how to create a secure URL to  upload files - Developer **PENDING**  R&D on how to clear the files stored in the server side. Developer **PENDING**  More information → [Issue Dependencies - Sprint 15](https://inivos.atlassian.net/wiki/spaces/T/pages/109051905) |

**Spill overs:**

**Key Summary T Created Updated Due Assignee Reporter P Status Resolution**

[No issues found](https://inivos.atlassian.net/issues/?jql=Project%2B%3D%2B%22Transpomate%2BNew%22%2Band%2Btype%2Bin%2B%28Bug%2C%2BStory%2C%2BTask%29%2Band%2Bstatus%2Bnot%2Bin%2B%28Done%29%2Band%2Bsprint%2B%3D%2B152%2B%2B%2B%2B%2B%2B%2B%2B&src=confmacro)

##### New tasks:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Key** | **Summary** | **Assignee** | **Reporter** | **Frontend Dev.** | **Backend Dev.** | **Tester** | **Story Points** | **Status T Due Lab** |

## 

## Sample Issue Dependency Summary Document (From Transpomate)

|  |  |
| --- | --- |
| Overall status | **URGENT** |
| Total Impacted story count/points. | ~~9 / 44.5~~ |
| Blocked story count / points | ~~1 / 18~~ |
| Current velocity in story points | 16.5 |
| Dependency clearance due date | Sep 22, 2023 **CLEARED** |
| Dependency Score | to-be-decided |

**Issues Impacted**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Key** | **Summary** | **Assignee** | **Reporter** | **Status** | **Frontend** **Dev.** | **Backend Dev.** | **Tester** | **Story Points** |

**Dependencies**

|  |  |  |
| --- | --- | --- |
| **Issue Key** | **Dependancy** | **Status** |
| TN-598 | Sequence Diagram – Developer | **NON-CRITICAL** |
| TN-346 | API keys to be shared with Rishi - Developer - **DONE** Architecture diagram - Architect1  - **DONE** | **DONE** |
| TN-513 | User story / Acceptance Criteria / BA Diagram - BA - **DONE**  Blob storage for the QA environment. Setup QA environment - Developer - **DONE**  Architecture Diagram - Architect1 - **DONE**  Device for QA testing - SM - **DONE**  Sequence Diagram - Developer2 **DONE**  Deployment Diagram - Developer / Architect1 to confirm which deployment method to use. (candidate choices: GitHub actions, azure Devops) | **DONE** |
| TN-345 | QA environment resource provisioning - Developer - **DONE** | **DONE** |
| TN-209 | Architecture Diagram - Architect1 - **DONE**  Sequence Diagram - Developer | **NON-CRITICAL** |
| TN-461 | Database Diagram & Changes - Developer2 -  **DONE**  Sequence Diagram - Developer2 | **NON-CRITICAL** |
| TN-207 | Sequence Diagram - Developer | **NON-CRITICAL** |
| TN-561 | Sequence Diagram - Frontend Developer | **DONE** |
| TN-591 | Create required cloud resources in Dev environment. Pending due to naming convention issue. - Architect1 - **DONE**  Create required cloud resources in QA environment. Pending due to naming | **NON-CRITICAL** |

|  |  |  |
| --- | --- | --- |
|  | convention issue. - Architect1 - **DONE**  Sequence Diagram - Developer2 **DONE**  Deployment Diagram - Developer - **REMOVED**  Happy path test cases - QA2 |  |

## Sample Sprint Review (14/09/2023) meeting notes & action items

Change the distance to units KMs.



**(New story - CR linked to**

[ned), So that I can see and manage all voyages effectively.](https://inivos.atlassian.net/browse/TN-119)

[**DONE**](https://inivos.atlassian.net/browse/TN-119) **119)** / Manage Voyages page **[**

**]**

[age and coordinate scheduled voyages effectively](https://inivos.atlassian.net/browse/TN-612) [**DONE**](https://inivos.atlassian.net/browse/TN-612)

Add starting odometer reading instead of ending odometer reading. below UI changes to be done in voyage information

 address --> drop location  name --> full name

 date --> remove pipe or keep a space

 vehicle --> introduce a format to vehicle ids Fix UI alignment issues.

**Mobile app**



**New story - CR** / Mobile Landing page / **[**

[and view the pending voyages](https://inivos.atlassian.net/browse/TN-613) [**DONE**](https://inivos.atlassian.net/browse/TN-613) **]**

Change the logo to the newly designed Transpomate logo. (contact marketing) Button names & UI should match Figma.

**Pending Voyage - CR / [**

[**DONE**](https://inivos.atlassian.net/browse/TN-619) **]**

add below items as Acceptance Criteria to

**)**

Need to add a loader if there is a delay when loading the voyage on the screen. In the pending voyages page, change the name to "pending voyage."

**Setup a UI review session and explore** (Responsible: BA )

Identify gaps between Figma and the App make changes to the plan to close them. (eg:- Passenger list - alignment issue for the call icon

- Developer)

**New story - CR / Voyage preview page / [**

**]**

In the preview page, we should show the *exact location.*

Remove voyage ID.

Need to add the re-arrangement in the voyage preview page as well.

should show the start and end locations in the route preview but there should not be drops (red pins) in those points.

[So that I can view the route and be prepared](https://inivos.atlassian.net/browse/TN-614) [**DEV - TODO**](https://inivos.atlassian.net/browse/TN-614)

[bout the scheduled voyages for the day](https://inivos.atlassian.net/browse/TN-54) [**DONE**](https://inivos.atlassian.net/browse/TN-54)

|  |
| --- |
| **New story - CR / start voyage confirmation. / [** |
| [e, So that I could either start the voyage or mark the missed passengers](https://inivos.atlassian.net/browse/TN-615) [**DONE**](https://inivos.atlassian.net/browse/TN-615) | | **]** |

In the confirmation (after starting voyage) change the

Back

to a Close .

Merge these 2 functions → Take picture and select picture.



**New story - CR / Odometer capture / [**

**]**

[t to the Transport Coordinator](https://inivos.atlassian.net/browse/TN-616) [**DEV - TODO**](https://inivos.atlassian.net/browse/TN-616)

 What should happen is when you take a picture, it should be shown as a preview instead of selecting.

(follow-up with PO if we should remove the existing feature - )

BA

|  |
| --- |
| **New story - CR / Odometer ending / [** |
| [sport Coordinator for him to compare with the image](https://inivos.atlassian.net/browse/TN-617) [**TOGROOM**](https://inivos.atlassian.net/browse/TN-617) | | **]** |

 In the odometer ending page, remove the restriction of 5 decimals and need to add decimal values as well.



New story - CR / Change the status columns of the tables to an icon / [

**]**



[e view pages, So that I can quickly know the status](https://inivos.atlassian.net/browse/TN-618) [**DONE**](https://inivos.atlassian.net/browse/TN-618)

In the view pages, we need to show an icon/ toggle switch rather than having a label saying Enable or Disable , to show the status of the records so that it's easier for the users (admin / manager / TC) to see the status.

## Sample Sprint Retrospective - Sprint 15 (Day 10)

A sprint retrospective is a type of meeting within the Agile framework, when teams reflect on what went well and what could be improved for their next sprint. Retrospectives are essential to continuously improve your sprint process and ensure key learnings are incorporated for next time.

### Things that went well

EM

Spilled-over story points counts have been reduced.

BA

Completed most of the bugs.

QA3

None of the stories were put to on-hold state.

### Things that didn’t go well

Developer2

Some stories were delayed during code review state. Need a way to track R&D efforts during the sprint.