

Project Planning Phase

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

Date	13 NOVEMBER 2025
Team ID	NM2025TMID02267
Project Name	Optimizing User, Group, and Role Management with Access Control and Workflows
Maximum Marks	5 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	User and Group Management Setup	USN-1	As an admin, I can create and manage user profiles in the ServiceNow system.	3	High	(Your Name)
Sprint-1	Group Assignment & Role Mapping	USN-2	As an admin, I can assign users to groups and map roles for controlled access.	3	High	(Teammate-1)

Sprint-2	Access Control Rules Configuration	USN-3	As a system manager, I can define and test Access Control Rules (ACLs) to secure sensitive modules.	4	High	(Teammate-2)
Sprint-2	Workflow Automation	USN-4	As an admin, I can automate user approval and role assignment processes using ServiceNow workflows.	3	Medium	(Teammate-3)
Sprint-3	Performance Optimization	USN-5	As a developer, I can optimize workflow execution and reduce role validation time.	4	High	(Teammate-4)
Sprint-3	Testing & Validation	USN-6	As a tester, I should verify that tickets are assigned correctly to appropriate agents under various conditions.	3	Medium	(Your Name)
Sprint-4	Documentation & Final Deployment	USN-7	As a developer, I want to document the entire workflow and finalize deployment.	2	Medium	(Teammate-2)

Project Tracker, Velocity & Burndown Chart (4 Marks)

Sprint	Total Story Points	Duration	Sprint Start Date	Sprint End Date (Planned)	Story Points Completed	Sprint Release Date (Actual)
Sprint-1	20	6 Days	01 Nov 2025	06 Nov 2025	20	06 Nov 2025
Sprint-2	20	6 Days	07 Nov 2025	13 Nov 2025	20	13 Nov 2025
Sprint-3	20	6 Days	14 Nov 2025	20 Nov 2025	19	20 Nov 2025
Sprint-4	20	6 Days	21 Nov 2025	27 Nov 2025	20	27 Nov 2025

Velocity Calculation

Average Velocity = Total Duration in Days / Total Story Points Completed

Total: 79 Points over 24 Days

Velocity = 3.29 points/day

Burndown Chart Explanation

A Burndown Chart visually shows how much work remains vs. time.

It helps track sprint progress, identify delays, and forecast completion speed.

References:

<https://www.visual-paradigm.com/scrum/scrum-burndown-chart/>

<https://www.atlassian.com/agile/tutorials/burndown-charts>