

Project Planning Phase

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

Date	02 NOV 2025
Team ID	NM2025TMID03531
Project Name	Calculating Family Expenses using Service Now
Maximum Marks	5 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	Expense Entry	USN-1	As a user, I can add daily expenses with date, amount, and member name.	3	High	Jeyadharshini A
Sprint-1	Expense Validation	USN-2	As a system, I should validate that all required fields are filled correctly before saving.	2	High	Renuka R
Sprint-2	Family Expense Linking	USN-3	As a system, I should check if a family expense record already exists for the entered date..	4	High	Jeyadharshini A
Sprint-2	Business Rule Implementation	USN-4	As a developer, I want to create a business rule that adds daily expenses to existing family records automatically..	4	High	Jenifar T

Sprint-3	Reporting	USN-5	As a user, I should be able to view daily and total family expenses for a selected period.	3	Medium	Prema M
Sprint-3	Testing & Documentation	USN-6	As a tester, I should verify correct calculations and document all test cases and outcomes.	4	Medium	Jeyadharshini A

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	10	6 Days	07 Oct 2025	12 Oct 2025	10	12 Oct 2025
Sprint-2	12	6 Days	13 Oct 2025	18 Oct 2025	12	18 Oct 2025
Sprint-3	11	6 Days	19 Oct 2025	24 Oct 2025	11	24 Oct 2025

Velocity

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

Total: 33 Story Points over 18 Days → **Velocity = 1.83 points/day**

Burndown Chart:

A **Burndown Chart** visually represents the remaining work versus time for the “Calculating Family Expenses using ServiceNow” project.

It helps monitor progress and ensure that sprints are on track toward completion.

Each sprint reduces the remaining story points as user stories (expense entry, validation, rule implementation, and reporting) are completed.

[Visual Paradigm – Scrum Burndown Chart](#)

[Atlassian – Burndown Chart Tutorial](#)

Reference:

<https://www.atlassian.com/agile/project-management>

<https://www.atlassian.com/agile/tutorials/how-to-do-scrum-with-jira-software>

<https://www.atlassian.com/agile/tutorials/epics>

<https://www.atlassian.com/agile/tutorials/sprints>

<https://www.atlassian.com/agile/project-management/estimation>

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