

# Project Planning Phase

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

Date	01 NOVEMBER 2025
Team ID	NM2025TMID00060
Project Name	Family Expense Tracker on ServiceNow
Maximum Marks	5 Marks

### Product Backlog, Sprint Schedule, and Estimation (4 Marks)

This section details the functional requirements broken down into implementable **User Stories** and estimated using **Story Points**.

Sprint	Functional Requirement (Epic)	User Story Number	User Story / Task	Story Points	Team Members	Priority
Sprint-1	Expense Submission	USN-1	As a family member, I want to submit a new expense using a simple Service Catalog form, selecting a category, date, and amount.	3	S. Anjali	High
Sprint-1	Expense Submission	USN-2	As a family member, I want to be able to attach a photo or PDF of the receipt to the expense record for validation.	2	V. Karthik	High
Sprint-1	System Setup	USN-3	As a ServiceNow developer, I	3	S. Anjali	High

			want to create the core u_family_expense table and define essential fields (Category, Amount, Date, Submitter).			
<b>Sprint-2</b>	<b>Budget Management</b>	USN-4	As the family budget manager, I want an interface (e.g., custom table) to define monthly budget limits for each category (Groceries, Rent, Entertainment).	5	V. Karthik	High
<b>Sprint-2</b>	<b>Budget Management</b>	USN-5	As a system admin, I want to create a Business Rule to calculate the running total spent per category in the current month upon every expense submission.	4	S. Anjali	High
<b>Sprint-3</b>	<b>Reporting &amp; Dashboards</b>	USN-6	As the family budget manager, I want a dedicated ServiceNow <b>Dashboard</b> showing a visualization of total spending vs. the overall monthly budget.	5	V. Karthik	Medium
<b>Sprint-3</b>	<b>Reporting &amp; Dashboards</b>	USN-7	As a family member, I want to receive an	4	S. Anjali	Medium

			automated <b>notification</b> when spending in any category reaches 90% of the defined monthly budget.			
<b>Sprint-3</b>	<b>Documentation</b>	USN-8	As a developer, I want to document the data model, Business Rules, and dashboard configuration for project submission.	2	V. Karthik	Medium

## Project Tracker, Velocity & Burndown Chart (4 Marks)

<b>Sprint</b>	<b>Total Story Points (Planned)</b>	<b>Duration</b>	<b>Sprint Start Date</b>	<b>Sprint End Date (Planned)</b>	<b>Story Points Completed (Actual)</b>	<b>Sprint Release Date (Actual)</b>
<b>Sprint -1</b>	8	5 Days	01 Dec 2025	05 Dec 2025	8	05 Dec 2025
<b>Sprint -2</b>	9	5 Days	08 Dec 2025	12 Dec 2025	9	12 Dec 2025
<b>Sprint -3</b>	11	5 Days	15 Dec 2025	19 Dec 2025	10	19 Dec 2025
<b>Total</b>	<b>28</b>	<b>15 Days</b>			<b>27</b>	

## Velocity

**Velocity** is a key Agile metric that measures the amount of work (in Story Points) a team completes in an average sprint.

- **Total Story Points Completed:** 27
- **Total Duration in Days:** 15 Days
- **Average Velocity (Mock Data):** (Total Story Points Completed) / (Total Duration in Days)
- *Calculation:* 27 points / 15 days = **1.8 points/day**

## Burndown Chart

A **Burndown Chart** is a graphical representation of the work remaining in a project or sprint against time. It helps visualize progress and predict the likelihood of completing the planned work on schedule.

## Reference :

<https://www.scribd.com/document/922515717/Calculating-Family-Expenses>

<https://www.servicenow.com/community/spm-forum/expense-line-amount-calculation/mp/1044822>

<https://www.scribd.com/document/640906824/custom-table-guide>