

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

Date	27 JUNE 2025
Team ID	NM2025TMID07092
Project Name	Educational Organisation Using ServiceNow
Maximum Marks	5 Marks

Sprint	Functional Requirement (Epic)	User Story Number	User Story / Task	Story Points	Priority	Team Members
Sprint-1	User Management	EDU-1	As an admin, I can create user profiles for students, teachers, and staff with appropriate roles and permissions.	3	High	Sarvesh Maniyan J
Sprint-1	Course Management	EDU-2	As a teacher, I can create, update, and manage course details including syllabus, schedule, and credits.	3	High	Sree Suja B S
Sprint-2	Attendance Tracking	EDU-3	As a teacher, I can record and view attendance for each class and generate attendance reports.	4	High	Adharsh G
Sprint-2	Performance & Reports	EDU-4	As an admin, I can view performance analytics and generate academic reports for each department.	5	High	Anaswara A P

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	20	6 Days	31 May 2025	05 June 2025	20	05 June 2025
Sprint-2	20	6 Days	05 June 2025	11 June 2025	20	11 June 2025
Sprint-3	20	6 Days	12 June 2025	18 June 2025	19	18 June 2025
Sprint-4	20	6 Days	19 June 2025	25 June 2025	20	25 June 2025

Velocity

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

Example: Total = 12 points over 9 days → Velocity = 1.33 points/day

Burndown Chart:

A burn down chart is a graphical representation of work left to do versus time. It is often used in agile software development methodologies such as Scrum. However, burn down charts can be applied to any project containing measurable progress over time.

