

Question 1 – write Agile Manifesto

Definition

The Agile Manifesto is a set of **4 core values** and **12 guiding principles** that emphasize **flexibility, customer collaboration, continuous delivery, and team interactions** over rigid processes and documentation.

4 Values of Agile Manifesto

1. Individuals and interactions over processes and tools
2. Working software over comprehensive documentation
3. Customer collaboration over contract negotiation
4. Responding to change over following a plan

12 Principles of Agile Manifesto

1. Satisfy the customer through early and continuous delivery of valuable software.
2. Welcome changing requirements, even late in development.
3. Deliver working software frequently (short iterations/sprints).
4. Business and developers must work together daily.
5. Build projects around motivated individuals, give support and trust.
6. The best communication is face-to-face.
7. Working software is the main measure of progress.
8. Agile promotes sustainable development with constant pace.
9. Continuous focus on technical excellence and good design.
10. Simplicity is essential (do only what is necessary).
11. The best architectures and designs emerge from self-organizing teams.
12. Regularly reflect and adapt for better effectiveness.

Question 2 – User Stories- Acceptance Criteria-BV-CP

User Story No : 1	Tasks: 2	Priority: Highest
AS A DELIVERY BOY I WANT TO REGISTER IN SCRUM FOODS SO THAT I CAN DELIVER ORDERS		
BV: 500	CP: 01	
Acceptance Criteria: 1. Registration screen with text boxes for User Name, Password, Nation ID, Mobile No, Email, Address 2. Click on Register button 3. Send successful notification to user		

User Story No : 2	Tasks: 2	Priority: Highest
AS A DELIVERY BOY I WANT TO LOGIN INTO MY ACCOUNT SO THAT I CAN VIEW MY ORDERS		
BV: 200	CP: 02	
Acceptance Criteria: Validate username & password Redirect to delivery dashboard Display invalid credentials message if wrong		

User Story No : 3	Tasks: 2	Priority: Highest
AS A DELIVERY BOY I WANT TO VIEW ALL ASSIGNED ORDERS SO THAT I CAN MANAGE DELIVERIES		
BV: 100	CP: 03	
Acceptance Criteria: Display order ID, restaurant name, address, customer contact Orders sorted by delivery time		

User Story No : 4	Tasks: 3	Priority: Highest
AS A DELIVERY BOY I WANT TO ACCEPT OR REJECT ORDERS SO THAT I CAN MANAGE MY WORKLOAD		
BV: 200	CP: 05	
Acceptance Criteria: Display “Accept” and “Reject” buttons Confirmation popup before action		

Update order status accordingly

User Story No : 5	Tasks: 2	Priority: Highest
AS A DELIVERY BOY I WANT TO UPDATE DELIVERY STATUS SO THAT CUSTOMERS AND RESTAURANTS CAN TRACK ORDERS		
BV: 500	CP: 08	
Acceptance Criteria: Status dropdown (Picked up, Out for delivery, Delivered) Updates reflect in tracking module		

User Story No : 6	Tasks: 3	Priority: Medium
AS A DELIVERY BOY I WANT TO VIEW PAYMENT DETAILS (COD) SO THAT I CAN RECORD CASH TRANSACTIONS		
BV: 50	CP: 13	
Acceptance Criteria: Display payment type and amount Option to mark payment collected		

User Story No: 7	Tasks: 3	Priority: Medium
AS A DELIVERY BOY I WANT TO RAISE ISSUES SO THAT I CAN REPORT DELIVERY PROBLEMS		
BV: 100	CP: 21	
Acceptance Criteria: Text box for description Submit button Generate issue ID		

User Story No : 8	Tasks: 2	Priority: Medium
AS A DELIVERY BOY I WANT TO VIEW MY REVENUE REPORT SO THAT I CAN TRACK MY EARNINGS		
BV: 50	CP: 34	
Acceptance Criteria: Display total orders, COD collected, and total earnings Filter by date		

User Story No : 9	Tasks: 2	Priority: Low
AS A DELIVERY BOY I WANT TO LOGOUT SO THAT I CAN END MY SESSION SECURELY		
BV: 20	CP: 55	
Acceptance Criteria: Logout confirmation popup Redirect to login page		
User Story No : 10	Tasks: 2	Priority: Highest
AS A CUSTOMER I WANT TO REGISTER IN SCRUM FOODS SO THAT I CAN ORDER FOOD		
BV: 20	CP: 89	
Acceptance Criteria: Registration form with Name, Email, Mobile, Password, Address All mandatory fields validated Registration success message displayed		

User Story No: 11	Tasks: 2	Priority: Highest
AS A CUSTOMER I WANT TO LOGIN TO MY ACCOUNT SO THAT I CAN ACCESS THE PLATFORM		
BV: 500	CP: 01	
Acceptance Criteria: Validate credentials Redirect to home page Show error for invalid login		

User Story No: 12	Tasks: 2	Priority: Highest
AS A CUSTOMER I WANT TO SEARCH AND VIEW RESTAURANTS SO THAT I CAN CHOOSE WHERE TO ORDER		
BV: 200	CP: 02	
Acceptance Criteria: Search by name, cuisine, or location Display restaurant list with rating and distance		

User Story No: 13	Tasks: 2	Priority: Highest
AS A CUSTOMER I WANT TO VIEW A RESTAURANT'S MENU SO THAT I CAN SELECT FOOD ITEMS		
BV: 100	CP: 03	
Acceptance Criteria: Display categories, prices, availability Show add-to-cart option		

User Story No: 14	Tasks: 3	Priority: Highest
AS A CUSTOMER I WANT TO ORDER FOOD SO THAT I CAN ENJOY MEALS AT HOME		
BV: 100	CP: 05	
Acceptance Criteria: Add items to cart Confirm delivery address Generate order ID and display success		

User Story No: 15	Tasks: 2	Priority: Highest
AS A CUSTOMER I WANT TO MAKE ONLINE PAYMENT SO THAT I CAN COMPLETE MY ORDER		
BV: 200	CP: 08	
Acceptance Criteria: Payment options (UPI, Card, COD) Generate payment ID Show success/failure message		

User Story No: 16	Tasks: 2	Priority: Medium
AS A CUSTOMER I WANT TO TRACK MY ORDER SO THAT I CAN KNOW DELIVERY STATUS		
BV: 100	CP: 13	
Acceptance Criteria: Display order ID, restaurant, delivery boy name, and current status		

User Story No: 17	Tasks: 2	Priority: Medium
AS A CUSTOMER I WANT TO CANCEL MY ORDER SO THAT I CAN AVOID UNWANTED PURCHASES		
BV: 200	CP: 21	
Acceptance Criteria: Cancel button before order is dispatched Refund initiated for prepaid orders		

User Story No: 18	Tasks: 2	Priority: Low
AS A CUSTOMER I WANT TO GIVE FEEDBACK & RATING SO THAT I CAN SHARE MY EXPERIENCE		
BV: 50	CP: 34	
Acceptance Criteria: Rating scale (1–5 stars) Text box for feedback Display “Thank you” message		

User Story No: 19	Tasks: 2	Priority: Low
AS A CUSTOMER I WANT TO LOGOUT SO THAT I CAN SECURE MY ACCOUNT		
BV: 200	CP: 55	
Acceptance Criteria: Logout button Redirect to login page		

User Story No: 20	Tasks: 2	Priority: Highest
AS A RESTAURANT I WANT TO REGISTER IN SCRUM FOODS SO THAT CUSTOMERS CAN ORDER FROM ME		
BV: 20	CP: 84	
Acceptance Criteria: Form with restaurant details and license ID Admin approval required Notification sent on success		

User Story No: 21	Tasks: 2	Priority: Highest
AS A RESTAURANT I WANT TO LOGIN TO MY ACCOUNT SO THAT I CAN MANAGE ORDERS		
BV: 500	CP: 01	
Acceptance Criteria: Validate credentials Redirect to restaurant dashboard		

User Story No: 22	Tasks: 2	Priority: Highest
AS A RESTAURANT I WANT TO VIEW ORDERS SO THAT I CAN PREPARE FOOD		
BV: 200	CP: 02	
Acceptance Criteria: Display new, in-progress, completed orders Auto-refresh every minute		

User Story No: 23	Tasks: 2	Priority: Medium
AS A RESTAURANT I WANT TO VERIFY DELIVERY BOY DETAILS SO THAT I CAN CONFIRM PICKUP		
BV: 200	CP: 03	
Acceptance Criteria: Show delivery boy name, ID, and contact Confirmation button before handover		

User Story No: 24	Tasks: 2	Priority: Medium
AS A RESTAURANT I WANT TO VIEW PAYMENTS RECEIVED SO THAT I CAN TRACK MY REVENUE		
BV: 200	CP: 05	
Acceptance Criteria: Display order ID, amount, date, and payment type		

User Story No: 25	Tasks: 2	Priority: Medium
AS A RESTAURANT I WANT TO RAISE ISSUES SO THAT I CAN REPORT PROBLEMS		
BV: 100	CP: 08	
Acceptance Criteria: Text box and submit button Issue ID generated		

User Story No: 26	Tasks: 2	Priority: Low
AS A RESTAURANT I WANT TO VIEW FEEDBACK SO THAT I CAN IMPROVE SERVICE QUALITY		
BV: 100	CP: 13	
Acceptance Criteria: Display customer feedback and rating		

User Story No: 27	Tasks: 2	Priority: Low
AS A RESTAURANT I WANT TO VIEW REVENUE GENERATED SO THAT I CAN MONITOR BUSINESS GROWTH		
BV: 50	CP: 21	
Acceptance Criteria: Show total earnings by date and month		

User Story No: 28	Tasks: 2	Priority: Highest
AS A REGIONAL ADMIN I WANT TO LOGIN SO THAT I CAN ACCESS REGIONAL DASHBOARD		
BV: 500	CP: 01	
Acceptance Criteria: Validate credentials Redirect to admin home		

User Story No: 29	Tasks: 2	Priority: Highest
AS A REGIONAL ADMIN I WANT TO TRACK ORDERS AND STATUS SO THAT I CAN MONITOR DELIVERY PERFORMANCE		
BV: 200	CP: 02	
Acceptance Criteria: Display live order tracking with delivery status		

User Story No: 30	Tasks: 2	Priority: Highest
AS A REGIONAL ADMIN I WANT TO VIEW CUSTOMER FEEDBACK SO THAT I CAN IDENTIFY ISSUES		
BV: 100	CP: 03	
Acceptance Criteria: Display feedback by region, restaurant, or delivery boy		

User Story No: 31	Tasks: 2	Priority: Highest
AS A REGIONAL ADMIN I WANT TO MANAGE REGIONAL RESTAURANTS AND DELIVERY BOYS SO THAT I CAN ENSURE OPERATIONS RUN SMOOTHLY		
BV: 100	CP: 05	
Acceptance Criteria: Add/Edit/Deactivate accounts Approval for new registrations		

User Story No: 32	Tasks: 2	Priority: Medium
AS A REGIONAL ADMIN I WANT TO VIEW REGIONAL REVENUE SO THAT I CAN ANALYZE PROFITS		
BV: 50	CP: 08	
Acceptance Criteria: Display revenue by restaurant and delivery boy		

User Story No: 33	Tasks: 2	Priority: Medium
AS A REGIONAL ADMIN I WANT TO MANAGE REFUND REQUESTS SO THAT CUSTOMERS GET COMPENSATION PROMPTLY		
BV: 20	CP: 13	
Acceptance Criteria: View refund list, approve or reject Update refund status		

User Story No: 34	Tasks: 2	Priority: Highest
AS AN ADMIN I WANT TO LOGIN SO THAT I CAN MANAGE THE PLATFORM		
BV: 500	CP: 01	
Acceptance Criteria: Secure admin login Redirect to admin dashboard		

User Story No: 35	Tasks: 2	Priority: Highest
AS AN ADMIN I WANT TO MANAGE REGIONAL ADMINS SO THAT I CAN CONTROL REGIONAL OPERATIONS		
BV: 200	CP: 02	
Acceptance Criteria: Add, update, or deactivate regional admin accounts		

User Story No: 36	Tasks: 2	Priority: Highest
AS AN ADMIN I WANT TO APPROVE OR REJECT RESTAURANT REGISTRATIONS SO THAT ONLY VERIFIED PARTNERS JOIN		
BV: 100	CP: 03	
Acceptance Criteria: List of pending approvals Approve/Reject button with status update		

User Story No: 37	Tasks: 2	Priority: Highest
AS AN ADMIN I WANT TO RESOLVE ISSUES SO THAT USERS GET TIMELY SUPPORT		
BV: 100	CP: 05	
Acceptance Criteria: View all issue IDs and details Update status (resolved/pending)		

User Story No: 38	Tasks: 2	Priority: Highest
AS A BUSINESS OWNER I WANT TO LOGIN TO MY ACCOUNT SO THAT I CAN VIEW BUSINESS REPORTS		
BV: 500	CP: 01	
Acceptance Criteria: Validate credentials Display business dashboard		

User Story No: 39	Tasks: 2	Priority: Highest
AS A BUSINESS OWNER I WANT TO UPDATE PAYMENTS FOR RESTAURANTS & DELIVERY BOYS SO THAT THEY RECEIVE THEIR EARNINGS		
BV: 200	CP: 02	
Acceptance Criteria: Select user type and amount Update payment status		

User Story No: 40	Tasks: 2	Priority: Medium
AS A BUSINESS OWNER I WANT TO VIEW BUSINESS REPORTS SO THAT I CAN ANALYZE PERFORMANCE		

BV: 100	CP: 03	
Acceptance Criteria: View total revenue, refunds, and commissions Export to Excel/PDF		

Question 3– What is epic? Write 2 epics

An **Epic** is a large body of work in Agile that can be broken down into smaller, manageable **user stories**. Epics are usually too big to be completed in a single sprint, so they are divided into multiple user stories that deliver smaller pieces of functionality incrementally.

Epic 1: Customer Ordering and Payment

Description: Enables customers to search for restaurants, select menu items, place orders, and make payments.

- Broken down into user stories like:
 - Customer registration and login
 - Search restaurants
 - View restaurant menu
 - Add items to cart
 - Select payment mode
 - Order tracking

Epic 2: Delivery Management

Description: Enables delivery boys to accept orders, update order status, and manage deliveries efficiently.

- Broken down into user stories like:
 - Delivery boy registration and login
 - View assigned orders
 - Accept/reject orders
 - Update delivery status (Picked up / Delivered)
 - View delivery history and revenue

Question 4 –What is the difference between BV and CP

Aspect	Business Value (BV)	Complexity Points (CP)
Definition	BV indicates how important a feature (user story) is to the business.	CP (also called Story Points) measures the effort or complexity required to develop the feature.
Focus	Focuses on value delivered to the business or customer.	Focuses on technical effort and time needed by the development team.
Determined by	Stakeholders or Product Owner (business side).	Scrum Developers (technical side).
Unit	Usually expressed in a numeric scale (e.g., 10, 50, 100, 500) or currency value.	Usually expressed in story points (e.g., 1, 2, 3, 5, 8, 13).
Purpose	Helps prioritize the backlog based on business importance.	Helps plan sprints and allocate tasks based on development effort.
Example	A feature to allow online payment might have BV = 500 because it's highly important for revenue.	The same feature might have CP = 3 because it's moderately complex to implement.

Question 5 –Explain about Sprint

A Sprint is a time-boxed iteration in which a Scrum Team works to deliver a potentially shippable product increment. It is a short period where the team focuses on completing selected items from the Product Backlog.

Sprint Duration:

- Typically **2 weeks** (can vary from 1 to 4 weeks depending on the project).
- During this time, the Scrum Team completes the selected user stories (Product Backlog Items - PBIs).
- Sprint duration is fixed for consistency, which helps the team plan and improve over time.

Scrum (Daily Scrum / Stand-up):

- A **subunit of a Sprint**, held **daily** (Duration: ~15 minutes).

- Purpose: Each team member answers three questions:

1. What did I work on yesterday?
2. What will I work on today?
3. Any impediments/blockers?

PBI	Tasks	WIP	Done
Each user story or feature from the product backlog selected for the sprint.	A smaller unit of work derived from a PBI, assigned to one developer.	Tasks currently being worked on during the sprint.	Contains all PBIs and their associated tasks selected for the sprint.
	Completed within a Scrum (daily work unit).		Tracks progress:
			PBI → Tasks → WIP → Done

Question 6 – Explain Product backlog and sprint back log

1. Product Backlog

- The Product Backlog is a prioritized list of all work, features, enhancements, bug fixes, and requirements needed for a product.
- It is owned and managed by the Product Owner.
- Items in the product backlog are usually written as user stories, epics, or features.
- The backlog is dynamic, meaning it evolves as the product grows and priorities change.
- Purpose: To provide a single source of work items for the Scrum team and guide what needs to be built next.

2. Sprint Backlog

- The **Sprint Backlog** is a **subset of the Product Backlog** selected for a **single sprint**.
- It contains the **user stories or tasks** that the team commits to completing during the sprint.
- Managed by the **Scrum Development Team**.

- Tasks in the sprint backlog are broken down into actionable steps and are visible on the task board (To Do, In Progress, Done).

Question 7 – What is impediments log? write 2 impediments

Impediments Log

An Impediments Log is a document used in Scrum to record all challenges, blockers, or issues faced by the development team during a sprint. It helps the Scrum Master and team track problems and take corrective actions to ensure smooth progress.

Sample Impediments

1. Technical Dependency:

- The backend API needed for a feature was delayed, blocking frontend development.

2. Resource Unavailability:

- A key developer was on leave, causing delays in completing assigned tasks.

Question 8 – Explain Velocity of the Team

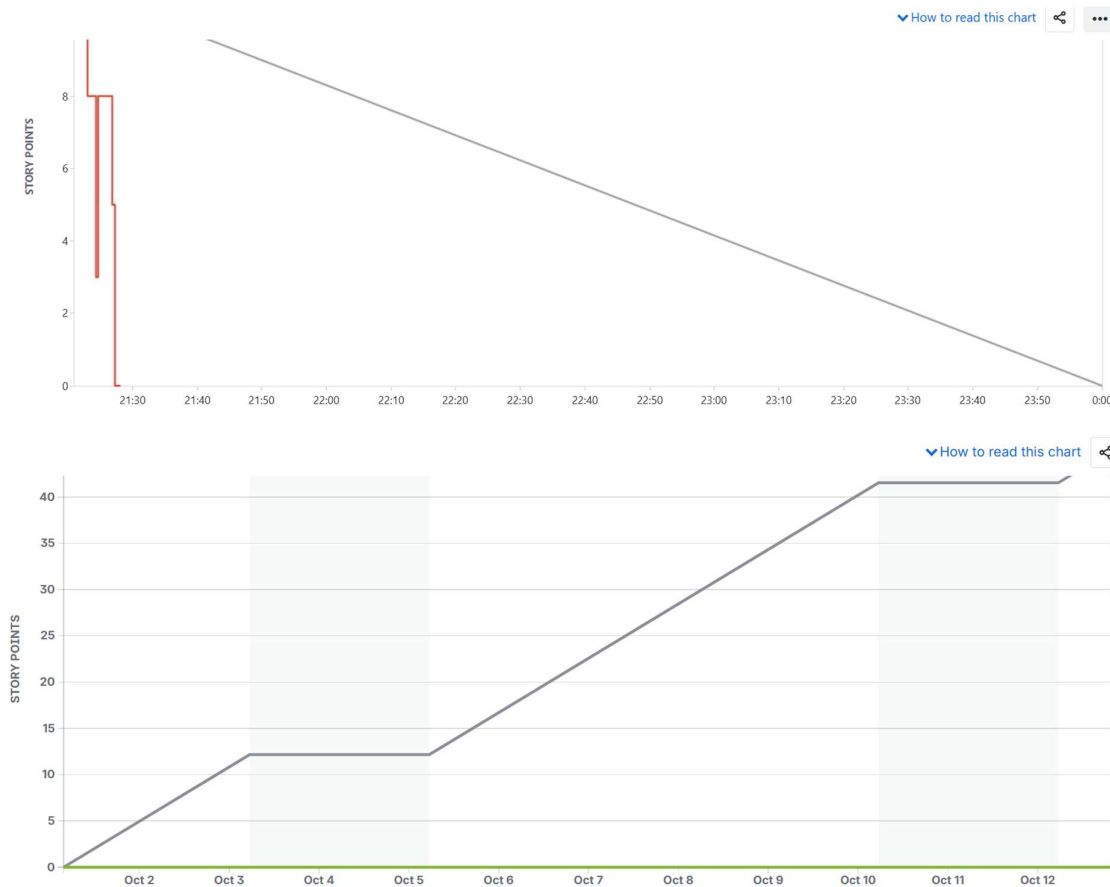
Velocity of the Team in Scrum refers to the amount of work a Scrum team completes during a single Sprint. It is usually measured in Complexity Points (CP) or Story Points (SP), which quantify the effort required for each User Story.

Velocity – How many CP is covered in this sprint: 120

Question 9 – Draw Sprint Burn Charts n Product Burn Down Charts

Here are the visual examples of Sprint Burn Down Chart and Product Burn Down Chart:

- **Sprint Burn Down Chart (Left):** Tracks how much work (CP) remains each day in a Sprint.
- **Product Burn Down Chart (Right):** Tracks how much work (CP) remains across multiple Sprints in the entire project.



Question 10 – Explain about Product Grooming

Product Grooming, also known as Backlog Refinement, is the process of reviewing, updating, and prioritizing the Product Backlog to ensure that it is ready for upcoming sprints. It helps the Scrum Team clarify requirements, remove outdated items, and add new insights to make the backlog more actionable and aligned with the product vision.

1 Prioritize User Stories: Ensures that the most valuable and high-priority items are ready for the next sprint.

2 Clarify Requirements: Provides clear and detailed acceptance criteria for each user story.

3 Estimate Complexity: Updates Business Value (BV) and Complexity Points (CP) for accurate sprint planning.

4 Identify Dependencies: Detects any blockers or dependencies between user stories early.

5 Product Improvement: Incorporates feedback from stakeholders, sprint reviews, and retrospectives to enhance the product.

Activities in Product Grooming:

- Reviewing and updating existing user stories.
- Splitting large epics into smaller actionable stories.
- Removing irrelevant or outdated backlog items.
- Re-prioritizing items based on business value, urgency, and feedback.
- Adding acceptance criteria, mockups, or additional details to stories.
- Estimating CP and BV for new or refined stories.

Question 11 – Explain the roles of Scrum Master and Product Owner

Scrum Master

- Role: Acts as a facilitator and coach for the Scrum Team.
- Responsibilities:
 1. Ensures the team follows Agile principles and Scrum practices.
 2. Removes impediments (challenges) that block team progress.
 3. Facilitates Scrum events (Daily Stand-ups, Sprint Planning, Review, Retrospective).
 4. Shields the team from outside interruptions.
 5. Supports continuous improvement within the team.

Product Owner (PO)

- Role: Acts as the voice of the customer and manages the Product Backlog.
- Responsibilities:
 1. Defines and prioritizes product backlog items (PBIs).
 2. Ensures the team builds features that deliver maximum business value.
 3. Writes user stories with clear acceptance criteria.
 4. Works closely with stakeholders to gather requirements.
 5. Decides the product roadmap and MVP (Minimum Viable Product).

Team Experience with Sprint 1

- **Scrum Master:** Guided the team, ensured smooth execution of the sprint, and resolved blockers (e.g., login integration issue).

- **Product Owner (You):** Acted as PO by prioritizing features for Sprint 1 (e.g., farmer registration, product catalog), wrote user stories, and clarified requirements to the team.

Question 12 – Explain all Meetings Conducted in Scrum Project

1. Sprint Planning Meeting

- **When:** Beginning of each Sprint.
- **Purpose:**
 - The Scrum Team (Scrum Master, Product Owner, Developers) plan the work for the sprint.
 - Developers decide how many Product Backlog Items (PBIs) they can deliver in a 2-week sprint.
 - PO explains priorities, and the team moves selected PBIs to the Sprint Backlog.
- **Outcome:** A clear Sprint Goal and commitment to deliver.

2. Daily Scrum (Daily Stand-up)

- **When:** Every day, 15 minutes.
- **Purpose:** Synchronize work and plan for the next 24 hours.
- **Each developer answers 3 questions:**
 - a. What task did I complete yesterday?
 - b. What task will I work on today?
 - c. Do I face any impediments/challenges?
- **Outcome:** Transparency and quick problem solving.

3. Sprint Review

- **When:** End of each Sprint.
- **Purpose:**
 - Team demonstrates completed work (Increment) to stakeholders.
 - Stakeholders give feedback and suggest improvements.
- **Outcome:** Updated **Product Backlog** with new insights.

4. Sprint Retrospective

- **When:** After the Sprint Review, before the next Sprint.
- **Purpose:**
 - Team reflects on the sprint process.
 - Discusses what went well, what didn't, and how to improve.
- **Outcome:** Action items for better teamwork in the next sprint.

5. Product Backlog Refinement (Product Grooming) (*ongoing*)

- **When:** Continuous activity during the sprint.
- **Purpose:**
 - PO and Developers review, clarify, split, and re-prioritize backlog items.
- **Outcome:** Product Backlog remains updated and ready for Sprint Planning.

Question 13 – Explain Sprint Size and Scrum Size

Sprint size:

In Scrum, a Sprint is a fixed timebox in which the team works to deliver a potentially shippable product increment.

The Sprint size can be 1 to 4 weeks, but most teams commonly use 2 weeks.

The size must remain consistent across the project for better planning and predictability.

Scrum Size:

Scrum Size refers to the duration of the Daily Scrum (Stand-up) meeting.

- The Scrum (Daily Stand-up) is a time-boxed meeting of 15 minutes only.
- It happens every day during the Sprint.
- Team members quickly share updates by answering 3 key questions:
 1. What did I do yesterday?
 2. What will I do today?
 3. Are there any challenges/impediments?

Question 14 – Explain DOR and DOD

DOR – Definition of Ready

- DOR means that a User Story / Product Backlog Item (PBI) is considered ready to be picked up in a Sprint.
- It ensures the team has enough clarity and details before starting development.

Typical Criteria for DOR:

- User Story is clearly written.
- Acceptance Criteria is defined.
- Dependencies are identified.
- Estimated with Story Points (CP).
- Priority assigned (BV).

DOD – Definition of Done

- DOD means a User Story / PBI is considered fully completed when it meets the agreed quality checklist.
- It ensures work is potentially shippable / releasable.

Typical Criteria for DOD:

- Code developed and reviewed.
- Unit & Integration tested.
- Meets Acceptance Criteria.
- No critical defects.
- Deployed in staging/QA environment.
- Documented (if required).

Question 15 – Explain Prioritization Techniques and MVP

Prioritization techniques are methods used to determine the order in which tasks, features, or requirements should be addressed based on their importance, urgency, value, or risk. These techniques help teams focus on what delivers maximum value to the business and customers.

1. MoSCoW Technique

- **Classifies features into 4 groups:**
 - M – Must Have → Essential, without which the product fails.
 - S – Should Have → Important but not critical for the first release.
 - C – Could Have → Nice-to-have, add if time/resources permit.
 - W – Won't Have (Now) → Out of scope for this release.

2. Business Value vs Effort (BV–CP Matrix)

- Compare Business Value (BV) of a story with its Complexity Points (CP).
- Features with high BV and low CP are developed first.
- Helps maximize ROI.

3. Kano Model

- Categorizes features into:
 - Basic Needs → Must be present, otherwise customers are dissatisfied.
 - Performance Features → The more we build, the happier customers are.
 - Excitement Features → Unexpected delights that improve satisfaction.

4. WSJF (Weighted Shortest Job First)

- Formula: $WSJF = \text{Cost of Delay} \div \text{Job Size}$.
- Used in Scaled Agile Framework (SAFe).
- Ensures high-value, small-sized features are delivered first.

Question 16 – Difference between Business Analyst n Product Owner

Aspect	Business Analyst (BA)	Product Owner (PO)
Primary Role	Acts as a bridge between stakeholders and development team. Gathers, analyzes, and documents requirements.	Owns the product vision and backlog. Prioritizes features based on business value and ensures product meets customer needs.

Aspect	Business Analyst (BA)	Product Owner (PO)
Focus	Requirements clarity, process improvement, and functional specifications.	Product success, stakeholder value, and delivery of prioritized backlog items.
Decision-Making	Recommends solutions; may not have final say on what features are delivered.	Has authority to prioritize features, approve or reject work, and decide the product roadmap.
Interaction	Works closely with stakeholders, end-users, and developers to clarify requirements.	Works closely with stakeholders and Scrum Team to maximize value from the product.
Documentation	Produces detailed requirement documents, use cases, user stories, process flows.	Maintains the Product Backlog with prioritized user stories, acceptance criteria, and business value.
Time Horizon	Often involved during requirement elicitation and analysis phases.	Involved throughout the product lifecycle from vision to delivery.

Question 17 – Prepare a sample Resume of 3yrs exp Product Owner

Name: Sireesha Ankusharao

Email: sireeshaankusharao@gmail.com

Phone: +91-7997770021

Location: Hyderabad, Telangana, India

Professional Summary

Highly motivated Product Owner with 3 years of experience in Agile and Scrum environments, specializing in translating business needs into actionable product requirements. Proven track record in backlog management, stakeholder collaboration, and delivering customer-focused digital products. Strong communicator with the ability to balance business goals, user needs, and technical constraints to deliver successful releases on time.

Core Competencies

- Product Backlog Management

- Agile/Scrum Methodologies
- Sprint Planning & Prioritization
- User Story Creation & Acceptance Criteria
- Stakeholder Collaboration
- Roadmap Planning & MVP Definition
- Market & Competitor Analysis
- Data-Driven Decision Making
- JIRA, Confluence, Trello
- Excellent Communication & Leadership

Professional Experience

Product Owner – Scrum Foods Pvt. Ltd., Hyderabad

June 2022 – Present

- Collaborated with cross-functional teams to deliver end-to-end food delivery platform for 50,000+ users.
- Created and managed over 100 user stories with clear acceptance criteria and business value alignment.
- Prioritized product backlog using MoSCoW and Kano techniques to ensure maximum ROI.
- Conducted Sprint Planning, Review, and Retrospective meetings with Scrum Team.
- Partnered with UI/UX team to enhance user experience, resulting in a 20% increase in customer satisfaction.
- Defined and tracked key KPIs: order conversion rate, delivery time, and feature adoption.

Associate Product Owner – AgroTech Solutions, Hyderabad

July 2021 – May 2022

- Supported Product Manager in defining MVP and release roadmap for online agriculture marketplace.
- Gathered and analyzed requirements from stakeholders and converted them into actionable user stories.

- Coordinated with developers and QA to ensure timely sprint delivery and DOD compliance.
- Maintained product backlog transparency and ensured stories met DOR before sprint planning.

Business Analyst – GreenMart Online Services, Hyderabad

Jan 2020 – June 2021

- Gathered functional requirements, prepared BRD and SRS documents.
- Conducted UAT sessions with stakeholders and managed change requests.
- Improved product feature clarity through detailed user story mapping and process flow diagrams.

- **Education**

Masters of Business Administration (MBA) – Finance JNTU- 2020

Certifications

- **Certified Scrum Product Owner (CSPO)** – Scrum Alliance
- **Agile Product Management** – Coursera
- **JIRA & Confluence for Product Owners** – Atlassian

Achievements

- Delivered 15 successful sprint releases in 12 months with 95% on-time delivery rate.
- Reduced product backlog grooming time by 30% through effective prioritization.
- Recognized as “Quarter 1 BDE Winner” for outstanding product delivery and stakeholder management.