SAKSHAM APPLICATION

PROJECT

Document 1: Definition of Done

In Agile, **DOD** stands for **Definition of Done**. It is a critical concept that defines the criteria that must be met for a task, user story, feature, or product increment to be considered complete. DOD helps the team ensure that work is finished to the required standard and that it is potentially shippable or ready for delivery.

1. Acceptance Criteria (To Satisfy Customer Requirements)

Acceptance Criteria (AC) are the conditions that must be met for a user story or product feature to be considered complete from the customer's or product owner’s perspective. These criteria are usually defined in collaboration between the Product Owner and the team, and they focus on the functional aspects of the product, ensuring that the customer’s needs are met.

**User Story:**  
“As a customer , I want to login into bank mobile application so that I can View my account details in my dashboard.

Acceptance Criteria:

The user must be able to sign up using Customer ID and password.

User ID must Be customer ID, and passwords (less than 8 characters including Alpha numeric)

Quality Criteria (To Satisfy Quality Requirements)

**Quality Criteria** focus on the **non-functional requirements** that ensure the product is built to a certain standard of **performance, reliability, security, usability, and maintainability**. These are the standards that help ensure the product is of high quality and can be effectively used and maintained in a production environment.

#### **Key Aspects of Quality Criteria:**

* **Non-Functional Requirements**: Quality criteria include aspects like system performance, load handling, security, and accessibility. They ensure that the product works well under various conditions, is secure, and provides a good user experience.
* **Performance and Reliability**: These criteria ensure that the product meets certain performance benchmarks, like fast loading times, handling a certain number of users concurrently, or maintaining uptime.
* **Testability and Usability**: Quality criteria also include how easy it is to use the product and whether it meets usability standards (user-friendly, intuitive design).
* **Security and Compliance**: Security features, such as data encryption, secure authentication, and privacy measures, are also part of the quality criteria.

Document 2- Product Vision

### **Product Vision :**

The **Saksham Application** aims to empower **Axis Bank employees** by providing a seamless, efficient, and user-friendly digital platform to enhance productivity, streamline internal processes, and support professional growth. It envisions an integrated system that facilitates employee engagement, performance tracking, learning & development, and operational efficiency.

With a focus on **automation, accessibility, and real-time insights**, Saksham will serve as a central hub for managing HR services, compliance tracking, and skill enhancement initiatives. The application will leverage **AI-driven analytics, secure data management, and intuitive UI/UX** to create a smooth experience for employees.

The long-term vision is to **enhance workforce efficiency, drive digital transformation, and foster a culture of continuous improvement**, ensuring that Axis Bank employees remain agile, informed, and empowered in an evolving banking landscape.

| Field | Details |
| --- | --- |
| Product Vision | Saksham Application – A platform to view the entire customer portfolio in details with linked mobile number. |
| Scrum Project | Saksham Application |
| Name | Saksham |
| Venue | Hyderabad, India |
| Date | 2025-01-20 |
| Start time | 10:00 AM |
| End time | 05:00 PM |
| Duration | 7 hours |
| Client | Saksham Technologies Pvt. Ltd. |
| Stakeholder list | Mr. Ramesh (Product Owner), Ms. Priya (Client Representative), Mr. Naveen (Marketing Head), Ms. Ayesha (UX Designer), Mr. Sai Kiran (Business Analyst), Mr. Vikram (Test Lead) |

| Scrum Team | Details |
| --- | --- |
| Scrum Master | Mr. Sandeep Kumar |
| Product Owner | Mr. Ramesh Kumar |
| Scrum Developer 1 | Mr. Arun Patel |
| Scrum Developer 2 | Ms. Neha Sharma |
| Scrum Developer 3 | Mr. Pradeep Reddy |
| Scrum Developer 4 | Ms. Aishwarya Rao |
| Scrum Developer 5 | Mr. Vijay Kumar |

Vision: What is your vision, your overarching goal for creating the product?

| Section | Details |
| --- | --- |
| Vision | The Saksham Application aims to streamline and simplify how Axis Bank employees access, view, and manage customer portfolios. By providing a centralized view of customer data, the app enhances productivity and supports employees in delivering timely and efficient customer service. |
| Target Group | The target users are Axis Bank employees, particularly relationship managers, account managers, and customer service representatives who need quick access to detailed customer data (e.g., current accounts, savings accounts) to offer personalized banking services. |
| Market Segment | The product addresses the banking and financial services market, focusing on enhancing internal operations and improving employee efficiency. It is specifically tailored to meet the needs of Axis Bank employees. |
| Target Users/Customers | Primary users: Axis Bank employees (relationship managers, customer service reps, account managers, etc.). |
| Needs | The Saksham application solves the problem of incomplete and delayed access to customer data. Bank employees often need to manually search for customer information across different systems, which can lead to delays and errors. This application provides an integrated, real-time view of the entire customer portfolio, enabling employees to quickly access relevant information and serve customers more effectively. |
| Benefit | The app provides a range of benefits, including:  1. Faster access to customer portfolios: Employees can instantly access current and savings account details.  2. Improved efficiency: Reduces the need for employees to toggle between multiple systems or databases.  3. Better customer service: Empowering employees with real-time data to deliver accurate and personalized solutions to customers. |
| Product | The Saksham Application is a Web based tool designed for Axis Bank employees to view customer portfolios. It integrates with Axis Bank's internal databases to show information about registered numbers, customer accounts, transaction history, and more, in a user-friendly interface. |
| What Makes it Special | The app's ability to seamlessly integrate with Axis Bank’s internal systems, providing real-time data and easy access to comprehensive customer profiles is what makes it special. The user-friendly interface and quick retrieval of data without the need for switching between multiple platforms ensure it stands out in terms of efficiency. |
| Feasibility | The development of the Saksham Application is feasible, as Axis Bank already has internal systems and databases that can be integrated. The application will be developed using standard technologies such as mobile app development frameworks (React Native, Flutter) and back-end APIs for database interaction. |
| Value to the Company | The Saksham Application will significantly enhance the efficiency of Axis Bank employees, leading to better customer service and higher customer satisfaction. By reducing the time spent on manual data retrieval, employees can focus on more value-added tasks, ultimately improving productivity and profitability for the bank. |
| Business Goals | - Improve employee productivity by providing quick access to comprehensive customer data.  - Enhance customer satisfaction through faster, more accurate service.  - Reduce operational inefficiencies and streamline internal processes. |
| Business Model | The business model for Saksham focuses on improving internal operational efficiency rather than generating direct revenue. The app will be free for internal use, but it indirectly benefits the business by improving employee efficiency, reducing service response times, and enhancing customer satisfaction. |

Document 3: User stories

A **user story** is a short, simple description of a feature or functionality from the perspective of an end user. It helps teams understand what users need and why.

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-01 | Allow users to log in using their registered mobile number | High |
| **Value Statement:** |  |  |
| As a user, I want to log in using my registered mobile number so that I can securely access my portfolio. |  |  |
| **BV: 100 CP: 1** |  |  |
| **Acceptance Criteria:**   1. User should be able to log in with a valid registered mobile number. 2. User should receive an OTP for authentication. 3. Invalid mobile numbers should display an error message. |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-02 | Enable users to download account statements via email | High |
| **Value Statement:** |  |  |
| As a user, I want to download my account statements via email so that I can keep a record of my transactions. |  |  |
| **BV: 200 CP: 3** |  |  |
| **Acceptance Criteria:**   1. Users should be able to request account statements for a selected time period. 2. The requested statement should be sent to the registered email ID. 3. If an invalid email is entered, an error message should be displayed. |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-02 | Allow users to view their account balance | High |
| **Value Statement:** |  |  |
| As a user, I want to view my account balance so that I can keep track of my finances. |  |  |
| **BV: 200 CP: 5** |  |  |
| **Acceptance Criteria:**   1. User should be able to see their account balance after logging in. 2. The balance should be updated in real-time. 3. If the user has multiple accounts, they should be able to select the account to view. |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-04 | Implement transaction history view | High |
| **Value Statement:** |  |  |
| As a user, I want to view my transaction history so that I can review my past transactions. |  |  |
| **BV: 200 CP: 8** |  |  |
| **Acceptance Criteria:**   1. Users should be able to see their transaction history sorted by date. 2. Users should be able to filter transactions based on type (credit/debit). 3. If no transactions are found, a message should be displayed. |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-06 | Enable bill payments through the app | High |
| **Value Statement:** |  |  |
| As a user, I want to pay my bills through the app so that I can manage my expenses efficiently. |  |  |
| **BV: 200 CP: 13** |  |  |
| **Acceptance Criteria:**   1. Users should be able to select a biller and enter payment details. 2. A confirmation screen should appear before completing the payment. 3. If payment fails, a retry option should be available |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-07 | Provide credit card statement view | High |
| **Value Statement:** |  |  |
| As a user, I want to view my credit card statement so that I can track my spending and payments. |  |  |
| **BV: 300 CP: 21** |  |  |
| **Acceptance Criteria:**   1. Users should be able to see their credit card statements for past months. 2. Users should be able to filter transactions by type (purchase, EMI, etc.). 3. If no statement is available, an appropriate message should be shown. |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-09 | Enable scheduled payments for bills | Medium |
| **Value Statement:** |  |  |
| As a user, I want to schedule my bill payments so that I don't miss due dates. |  |  |
| **BV: 300 CP: 34** |  |  |
| **Acceptance Criteria:**   1. Users should be able to set up automatic payments for bills. 2. Users should receive reminders before the payment is processed. 3. Users should be able to cancel or edit scheduled payments |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-10 | Provide a spending analysis feature | Medium |
| **Value Statement:** |  |  |
| As a user, I want to analyze my spending habits so that I can manage my finances better. |  |  |
| **BV: 350 CP: 47** |  |  |
| **Acceptance Criteria:**   1. Users should be able to see categorized spending insights. 2. Users should be able to filter spending based on time periods. 3. Users should receive suggestions for saving based on trends |  |  |

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| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-11 | Enable account settings management | Medium |
| **Value Statement:** |  |  |
| As a user, I want to update my account settings so that I can keep my profile information accurate. |  |  |
| **BV: 200 CP: 128** |  |  |
| **Acceptance Criteria:**   1. Users should be able to update their email, mobile number, and address. 2. Changes should be saved only after user confirmation. 3. A success message should be displayed after updates |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-12 | Implement push notifications for important alerts | Medium |
| **Value Statement:** |  |  |
| As a user, I want to receive push notifications for important updates so that I stay informed. |  |  |
| **BV: 200 CP: 89** |  |  |
| **Acceptance Criteria:**   1. Users should receive notifications for low balance, due dates, and suspicious activity. 2. Users should be able to manage notification preferences. 3. Notifications should be actionable where applicable. |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-13 | Enable users to update KYC details | Medium |
| **Value Statement:** |  |  |
| As a user, I want to update my KYC details so that my account remains compliant. |  |  |
| **BV: 400 CP: 55** |  |  |
| **Acceptance Criteria:**   1. Users should be able to upload required documents. 2. Users should receive a confirmation once documents are verified. 3. If documents are invalid, users should be notified to re-upload |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-14 | Provide customer support chat option | Medium |
| **Value Statement:** |  |  |
| As a user, I want to chat with customer support so that I can resolve my issues quickly. |  |  |
| **BV: 100 CP: 34** |  |  |
| **Acceptance Criteria:**   1. Users should be able to initiate a chat session with support. 2. Chat history should be saved for future reference. 3. Users should be notified when support is unavailable. |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-15 | Implement biometric login options | Low |
| **Value Statement:** |  |  |
| As a user, I want to log in using biometrics so that I can access my account securely and quickly. |  |  |
| **BV: 100 CP: 21** |  |  |
| **Acceptance Criteria:**   1. Users should be able to enable biometric login from settings. 2. Users should be prompted to set up biometrics during the first login. 3. Users should be able to disable this feature if desired. |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-16 | Enable recurring deposits setup | Low |
| **Value Statement:** |  |  |
| As a user, I want to set up recurring deposits so that I can save money systematically. |  |  |
| **BV: 100 CP: 13** |  |  |
| **Acceptance Criteria:**   1. Users should be able to choose frequency (weekly, monthly). 2. Users should receive a confirmation message after setup. 3. Users should be able to modify or cancel recurring deposits. |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-17 | Provide loan application tracking | Low |
| **Value Statement:** |  |  |
| As a user, I want to track my loan application status so that I stay updated on my loan process. |  |  |
| **BV: 200 CP: 8** |  |  |
| **Acceptance Criteria:**   1. Users should see their application status updates in real-time. 2. Users should be notified of any required actions. 3. If the application is rejected, the reason should be displayed.  |  | | --- | |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-18 | Enable credit score viewing | Low |
| **Value Statement:** |  |  |
| As a user, I want to view my credit score so that I can monitor my credit health. |  |  |
| **BV: 200 CP: 5** |  |  |
| **Acceptance Criteria:**   1. Users should see their credit score from an integrated credit bureau. 2. Users should get monthly updates on changes to their credit score. 3. If there's an issue retrieving the score, users should see an error message. |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-19 | Provide account freeze option | Low |
| **Value Statement:** |  |  |
| As a user, I want to freeze my account in case of suspicious activity to protect my finances. |  |  |
| **BV: 200 CP: 3** |  |  |
| **Acceptance Criteria:**   1. Users should be able to freeze/unfreeze their account. 2. Users should receive a confirmation message after freezing. 3. Customer support should be notified automatically upon freezing |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-20 | Implement multi-language support | Low |
| **Value Statement:** |  |  |
| As a user, I want to use the app in my preferred language so that I have a better experience. |  |  |
| **BV: 300 CP: 1** |  |  |
| **Acceptance Criteria:**   1. Users should be able to select their preferred language from settings. 2. All app content should be displayed in the selected language. 3. Users should be able to switch languages anytime. |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-21 | Enable investment portfolio viewing | Low |
| **Value Statement:** |  |  |
| As a user, I want to view my investment portfolio so that I can track my financial growth. |  |  |
| **BV: 300 CP: 2** |  |  |
| **Acceptance Criteria:**   1. Users should be able to see all their investments in one place. 2. Users should be able to view detailed information on each investment. 3. Users should be able to filter investments based on type. |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-22 | Provide stock market updates | Low |
| **Value Statement:** |  |  |
| As a user, I want to receive stock market updates so that I can make informed investment decisions. |  |  |
| **BV: 300 CP: 13** |  |  |
| **Acceptance Criteria:**   1. Users should see stock market updates on the dashboard. 2. Users should be able to customize which stocks they track. 3. Updates should be refreshed in real-time. |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-23 | Enable mutual fund investments | Low |
| **Value Statement:** |  |  |
| As a user, I want to invest in mutual funds through the app so that I can grow my wealth. |  |  |
| **BV: 300 CP: 55** |  |  |
| **Acceptance Criteria:**   1. Users should be able to browse and select mutual funds. 2. Users should see expected returns before investing. 3. Users should be able to track their investments in the app.  |  | | --- | |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-23 | Enable mutual fund investments | Low |
| **Value Statement:** |  |  |
| As a user, I want to invest in mutual funds through the app so that I can grow my wealth. |  |  |
| **BV: 300 CP: 34** |  |  |
| **Acceptance Criteria:**   1. Users should be able to browse and select mutual funds. 2. Users should see expected returns before investing. 3. Users should be able to track their investments in the app |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-24 | Provide tax-saving investment options | Low |
| **Value Statement:** |  |  |
| As a user, I want to explore tax-saving investment options so that I can optimize my tax planning. |  |  |
| **BV: 400 CP: 21** |  |  |
| **Acceptance Criteria:**   1. Users should be able to view tax-saving investment opportunities. 2. Users should see estimated tax benefits before investing. 3. Users should get reminders for tax-saving deadlines |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-25 | Enable goal-based savings planning | Low |
| **Value Statement:** |  |  |
| As a user, I want to set up goal-based savings plans so that I can manage my financial goals effectively. |  |  |
| **BV: 400 CP: 34** |  |  |
| **Acceptance Criteria:**   1. Users should be able to create savings goals (e.g., buying a house). 2. Users should receive progress updates towards their goals. 3. Users should be able to modify their savings plans anytime |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-26 | Implement card management options | Low |
| **Value Statement:** |  |  |
| As a user, I want to manage my debit and credit cards so that I can control my spending. |  |  |
| **BV: 400 CP: 2** |  |  |
| **Acceptance Criteria:**   1. Users should be able to view all linked cards. 2. Users should be able to set spending limits on their cards. 3. Users should be able to report a lost or stolen card |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-27 | Enable transaction categorization | Low |
| **Value Statement:** |  |  |
| As a user, I want my transactions to be categorized so that I can better understand my spending habits. |  |  |
| **BV: 400 CP: 2** |  |  |
| **Acceptance Criteria:**   1. Transactions should be automatically categorized (e.g., groceries, utilities). 2. Users should be able to manually reassign categories. 3. Users should be able to view spending summaries by category |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-28 | Provide personalized financial insights | Low |
| **Value Statement:** |  |  |
| As a user, I want to receive personalized financial insights so that I can make smarter money decisions. |  |  |
| **BV: 500 CP: 8** |  |  |
| **Acceptance Criteria:**   1. Users should receive financial insights based on their spending. 2. Insights should include recommendations for saving money. 3. Users should be able to disable or customize insights |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-29 | Enable emergency funds tracking | Low |
| **Value Statement:** |  |  |
| As a user, I want to track my emergency funds so that I can be financially prepared for unexpected situations. |  |  |
| **BV: 300 CP: 1** |  |  |
| **Acceptance Criteria:**   1. Users should be able to set aside a portion of their savings for emergencies. 2. Users should receive alerts if their emergency fund balance is low. 3. Users should be able to transfer funds in/out of the emergency fund |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-30 | Provide loan repayment tracking | Low |
| **Value Statement:** |  |  |
| As a user, I want to track my loan repayments so that I can manage my debt effectively. |  |  |
| **BV: 300 CP: 2** |  |  |
| **Acceptance Criteria:**   1. Users should see their remaining loan balance and repayment schedule. 2. Users should receive reminders for upcoming loan payments. 3. Users should be able to make additional payments towards their loan |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-31 | Enable auto-pay for recurring bills | Low |
| **Value Statement:** |  |  |
| As a user, I want to set up auto-pay for my recurring bills so that I don’t miss any payments. |  |  |
| **BV: 380 CP: 3** |  |  |
| **Acceptance Criteria:**   1. Users should be able to enable/disable auto-pay for specific bills. 2. Users should receive confirmation for each auto-payment. 3. Users should be notified if auto-pay fails due to insufficient funds |  |  |

| **User Story No** | | | **Tasks** | **Priority** | |
| --- | --- | --- | --- | --- | --- |
| US-32 | | | Implement spending limit alerts | Low | |
| **Value Statement:** | | |  |  | |
| As a user, I want to receive alerts when my spending exceeds a set limit so that I can manage my budget effectively. | | |  |  | |
| **BV: 400 CP: 5** | | |  |  | |
| **Acceptance Criteria:**   1. Users should be able to set custom spending limits. 2. Alerts should be sent via push notification and email. 3. Users should be able to adjust or disable spending alerts | | |  |  | |
| **User Story No** | **Tasks** | **Priority** | | |
| US-33 | Provide a savings account interest calculator | Low | | |
| **Value Statement:** |  |  | | |
| As a user, I want to calculate the interest I can earn on my savings so that I can plan my finances better. |  |  | | |
| **BV: 400 CP: 8** |  |  | | |
| **Acceptance Criteria:**   1. Users should be able to input their deposit amount and duration. 2. The system should display the estimated interest earned. 3. Users should be able to compare different interest rates |  |  | | |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-34 | Enable integration with UPI apps | Low |
| **Value Statement:** |  |  |
| As a user, I want to link my account with UPI apps so that I can make seamless transactions. |  |  |
| **BV: 400 CP: 13** |  |  |
| **Acceptance Criteria:**   1. Users should be able to link their accounts with supported UPI services. 2. Users should be able to make payments directly via the app. 3. Transactions should be processed securely with UPI PIN authentication |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-35 | Provide foreign currency exchange options | Low |
| **Value Statement:** |  |  |
| As a user, I want to convert my money to foreign currencies so that I can travel or trade internationally. |  |  |
| **BV: 400 CP: 21** |  |  |
| **Acceptance Criteria:**   1. Users should see real-time foreign exchange rates. 2. Users should be able to convert currency within the app. 3. The exchange process should provide a confirmation before execution |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-36 | Enable two-factor authentication (2FA) | Low |
| **Value Statement:** |  |  |
| As a user, I want to enable two-factor authentication so that I can enhance the security of my account. |  |  |
| **BV: 500 CP: 34** |  |  |
| **Acceptance Criteria:**   1. Users should be able to enable/disable 2FA from account settings. 2. 2FA should require a one-time code sent via SMS or email. 3. Users should receive a notification if an unrecognized device logs in |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-37 | Implement an AI-powered financial assistant | Low |
| **Value Statement:** |  |  |
| As a user, I want an AI assistant to help with financial queries so that I can make informed decisions. |  |  |
| **BV: 300 CP: 55** |  |  |
| **Acceptance Criteria:**   1. Users should be able to ask financial questions via chat. 2. The assistant should provide insights based on user transactions. 3. Users should receive personalized suggestions for savings and investments |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-38 | Provide fraud detection alerts | Low |
| **Value Statement:** |  |  |
| As a user, I want to receive alerts for suspicious transactions so that I can take immediate action. |  |  |
| **BV: 300 CP: 89** |  |  |
| **Acceptance Criteria:**   1. Transactions that deviate from normal patterns should trigger an alert. 2. Users should be able to report transactions as fraudulent. 3. Suspicious transactions should prompt an optional account freeze |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-39 | Enable personalized budget planning | Low |
| **Value Statement:** |  |  |
| As a user, I want to create personalized budgets so that I can control my expenses. |  |  |
| **BV: 300 CP: 144** |  |  |
| **Acceptance Criteria:**   1. Users should be able to set monthly spending limits for categories. 2. Users should receive alerts if they are nearing their budget. 3. Users should be able to adjust or reset their budget anytime |  |  |

| **User Story No** | **Tasks** | **Priority** |
| --- | --- | --- |
| US-40 | Implement dark mode for better usability | Low |
| **Value Statement:** |  |  |
| As a user, I want to enable dark mode so that I can reduce eye strain while using the app. |  |  |
| **BV: 300 CP: 34** |  |  |
| **Acceptance Criteria:**   1. Users should be able to switch between light and dark modes. 2. Dark mode settings should be saved for future logins. 3. The app should maintain readability in dark mode. |  |  |

Document 4: Agile PO Experience

Who is a Product Owner?

A Product Owner (PO) is a key role in Agile and Scrum teams, responsible for defining and prioritizing the product’s features to maximize its value. They act as a bridge between the business, customers, and the development team to ensure the right product is built.

Key Responsibilities of a Product Owner:

1. Understanding Customer Needs – Gathers requirements from stakeholders, customers, and market research to understand what features or improvements are needed.
2. Managing the Product Backlog – Creates, prioritizes, and refines the list of tasks (Product Backlog) that the development team will work on.
3. Defining Clear Requirements – Writes user stories and acceptance criteria to ensure the team understands what needs to be built.
4. Prioritizing Features – Decides which features are most important and should be worked on first, ensuring maximum business value.
5. Working with the Scrum Team – Collaborates with developers, testers, and designers to ensure the product vision is executed correctly.
6. Making Quick Decisions – Provides clarifications, feedback, and approvals during development to avoid delays.
7. Ensuring Business Goals Are Met – Aligns the product development with the company’s strategic goals and customer expectations.

Market Analysis:

To ensure that the **Saksham Application** meets the needs of Axis Bank employees and stands out in the competitive landscape, a thorough **market analysis** is essential. The analysis will cover both the **market need/demand** and the **availability of similar products**.

Enterprise Analysis:

The Enterprise Analysis and Due Diligence on the Market Opportunity for the Saksham Application involves evaluating its feasibility, competitive landscape, and potential for scalability. The application addresses a specific market need, such as healthcare support, financial inclusion, or social welfare. Market research indicates a growing demand for digital solutions in these domains, driven by increasing smartphone penetration, government initiatives, and user awareness. A competitive assessment highlights key players offering similar services, necessitating unique value propositions for differentiation. The scalability of the application depends on factors such as user adoption, regulatory support, technological advancements, and integration with existing systems. Proper due diligence ensures that market risks are assessed, and strategic opportunities are leveraged for sustainable growth.

Product vision and Road Map:

The **Saksham Application** is designed to streamline and optimize the way Axis Bank employees access and manage customer portfolios. By focusing on enhancing productivity, improving customer service, and ensuring real-time access to customer data, the application will serve as a critical tool for internal use in the bank. Here is the vision and roadmap, aligned with the market need analysis

Managing product features:

Managing product features involves effectively **handling stakeholder expectations**, **prioritizing needs**, and ensuring the **alignment of features** with the business goals of Axis Bank. Prioritizing features based on criticality and **Return on Investment (ROI)** ensures that the development team focuses on the most impactful functionalities first, creating value for both the bank and its employees.

Managing product Backlogs:

Managing the **product backlog** involves prioritizing user stories, ensuring that features align with the product vision, and addressing the needs of stakeholders. Reprioritization is an ongoing process that occurs as new feedback and business requirements are received. Here's how to effectively manage the **product backlog** for the **Saksham Application**:

### **Managing Overall Iteration Progress in Agile**

Managing the overall **iteration progress** involves overseeing the progress of each sprint, reviewing the completion of tasks, reprioritizing sprints and epics if needed, and conducting retrospectives to continuously improve the development process. As a **Business Analyst** (BA), I will play a key role in ensuring that the project stays aligned with business goals, stakeholders' expectations, and user requirements.

❖ From this project I have learned how to handle sprint meetings such as

➢ Sprint planning meeting

A Sprint Planning Meeting is held at the start of each sprint to define the sprint goal and determine which items from the product backlog will be worked on. The team collaborates with the Product Owner to break down user stories into tasks, estimate effort, and commit to deliverables, ensuring alignment with business objectives.

➢ Daily scrum meeting

The **Daily Scrum Meeting** (also known as the **Daily Stand up**) is a short, daily meeting where the **development team** discusses their progress. Each member answers three questions: What did I do yesterday? What will I do today? Are there any blockers? It helps ensure the team stays aligned and identifies potential issues early.

➢ Sprint review meeting

A sprint review meeting is held at the end of each sprint to demonstrate the completed work to stakeholders. The team showcases the features developed, gathers feedback, and discusses any challenges encountered. This meeting helps assess progress, refine goals, and make adjustments to the product backlog for future sprints.

➢ Sprint retrospective meeting

A sprint retrospective meeting is held after the sprint review and before the next sprint planning. The team reflects on the just-completed sprint, discussing what went well, what could be improved, and any obstacles faced. The goal is to identify actions to enhance team performance, collaboration, and efficiency in future sprints.

➢ Backlog refinement meeting

A backlog refinement meeting, also known as backlog grooming, is a collaborative session where the team reviews and prioritizes the product backlog. The product owner clarifies backlog items, ensuring they are well defined, appropriately sized, and prioritized. The team discusses requirements, estimates effort, and prepares items for upcoming sprints, ensuring alignment with project goals.

### User Story Example:

**Story No**: US001

**Title**: View Customer Portfolio in Saksham Application

**Description**:  
As an Axis Bank employee, I want to view a customer's portfolio in the Saksham application so that I can quickly assess the customer's financial status and make informed decisions.

### Tasks:

1. Design the UI to display customer portfolio details (account balance, investments, and loans).
2. Implement integration with the backend systems to fetch the portfolio data.
3. Develop a search functionality to filter customer portfolios.
4. Test the portfolio view functionality on various devices and browsers.
5. Ensure data security and compliance with privacy regulations.

### Priority:

* **Priority**: High (as it is essential for employees to quickly access and view customer portfolio details to make timely decisions).

### Acceptance Criteria:

1. The application must display a customer's portfolio details (e.g., savings account, loan status, investments) accurately.
2. The employee should be able to search for a customer using their name or account number.
3. Portfolio details should load within 5 seconds.
4. Only authorized users (Axis Bank employees) can access the portfolio view.
5. Data should be updated in real-time, reflecting any recent changes in the customer’s account.

### BV (Business Value):

* **Business Value**  
  This user story holds high business value as it enables bank employees to access critical customer information quickly, improving decision-making and enhancing customer service.

### CP (Complexity Points)

* **Complexity**  
  Moderate complexity due to the need to integrate multiple backend systems, ensure real-time data accuracy, and comply with security regulations.

In Scrum, a product owner serves as the liaison between multiple areas of an organization. This person communicates with business stakeholders and collaborates closely with Scrum teams to keep all areas of the business informed on a project's development

The product owner develops a vision of a product's function and operation, which in turn allows this Scrum team member to define product features and break those features into product backlog items

Document 5: Product and sprint backlog and product and sprint burn down charts Product backlog

Product Backlog:

A Product Backlog is a comprehensive to-do list that contains all the features, changes, and fixes needed for a product. It serves as the master plan that everyone refers to when building or improving a product, with the most important items placed at the top for immediate attention. The Business Analyst maintains this list by gathering requirements from stakeholders, writing them clearly, organizing them by priority, and making sure everyone understands what needs to be built. As new needs arise or priorities change, the Business Analyst updates this list accordingly, making it a living document that evolves with the product's needs.

| **ID** | **User Story** | **Tasks** | **Priority** | **BV (₹)** | **CP (Fibonacci)** | **Sprint** |
| --- | --- | --- | --- | --- | --- | --- |
| US-01 | As a user, I want to log in using my registered mobile number so that I can securely access my portfolio. | Implement login page, OTP authentication, error handling | High | 100 | 1 | Sprint 1 |
| US-02 | As a user, I want to reset my password using OTP so that I can regain access to my account securely. | Implement forgot password option, OTP validation, password reset logic | High | 200 | 2 | Sprint 1 |
| US-03 | As a user, I want to view my account balance in real-time so that I can track my finances easily. | Connect API to fetch balance, display balance in UI | High | 200 | 3 | Sprint 1 |
| US-04 | As a user, I want to download my account statement via email so that I can maintain a financial record. | Generate account statement, email integration, download option | High | 100 | 5 | Sprint 1 |
| US-05 | As a user, I want to view my transaction history so that I can track my spending. | Fetch transaction data, design UI for history, filter options | High | 300 | 8 | Sprint 2 |
| US-06 | As a user, I want to transfer money to another account so that I can make payments securely. | Implement fund transfer UI, transaction processing, confirmation page | High | 200 | 13 | Sprint 2 |
| US-07 | As a user, I want to add and manage beneficiaries so that I can transfer money quickly. | Beneficiary management UI, add/delete options, validation | High | 200 | 21 | Sprint 2 |
| US-08 | As a user, I want to pay my utility bills via the app so that I can manage payments conveniently. | Integrate bill payment API, UI design, confirmation receipt | High | 200 | 34 | Sprint 2 |
| US-09 | As a user, I want to receive SMS and email alerts for transactions so that I can monitor my account. | Implement notification service, configure SMS/email templates | Medium | 300 | 55 | Sprint 3 |
| US-10 | As a user, I want to set up auto-debit for recurring bills so that I don't miss payments. | Implement auto-debit feature, validation, enable/disable option | Medium | 200 | 89 | Sprint 3 |
| US-11 | As a user, I want to set transaction limits so that I can control my spending. | Add limit-setting functionality, configure alerts | Medium | 300 | 144 | Sprint 3 |
| US-12 | As a user, I want to enable biometric authentication so that I can log in quickly and securely. | Integrate biometric login, device compatibility check | Medium | 300 | 55 | Sprint 3 |
| US-13 | As a user, I want to request a new chequebook so that I can make offline payments. | Add chequebook request feature, integrate backend API | Medium | 300 | 144 | Sprint 4 |
| US-14 | As a user, I want to apply for a loan online so that I can get financial assistance easily. | Loan application form, backend API integration, eligibility check | Medium | 100 | 3 | Sprint 4 |
| US-15 | As a user, I want to link my Aadhaar and PAN to my account so that I comply with government regulations. | KYC integration, validation, UI updates | Medium | 200 | 34 | Sprint 4 |
| US-16 | As a user, I want to block my card instantly if lost so that I can prevent fraud. | Implement card blocking option, confirmation process | Medium | 100 | 21 | Sprint 4 |
| US-17 | As a user, I want to set spending categories so that I can track expenses efficiently. | Category management UI, spending analysis feature | Low | 500 | 13 | Sprint 5 |
| US-18 | As a user, I want to receive reminders for due payments so that I avoid late fees. | Implement reminders, push notifications, UI settings | Low | 400 | 5 | Sprint 5 |
| US-19 | As a user, I want to invest in mutual funds so that I can grow my savings. | Mutual fund integration, purchase options, dashboard UI | Low | 400 | 5 | Sprint 5 |
| US-20 | As a user, I want to check my credit score so that I can manage my financial health. | Integrate credit score provider, display score in app | Low | 400 | 3 | Sprint 5 |
| US-21 | As a user, I want to report fraud transactions so that I can secure my account. | Fraud reporting feature, verification process | Low | 300 | 3 | Sprint 6 |
| US-22 | As a user, I want to personalize my dashboard so that I can access my preferred features quickly. | Implement dashboard customization options | Low | 400 | 5 | Sprint 6 |
| US-23 | As a user, I want to schedule fund transfers so that I can automate my payments. | Implement scheduling feature, reminders, history tracking | Low | 400 | 8 | Sprint 6 |
| US-24 | As a user, I want to generate tax statements so that I can file my taxes easily. | Implement tax report generation, export options | Low | 400 | 13 | Sprint 6 |
| US-25 | As a user, I want to receive cashback on bill payments so that I get more benefits. | Implement cashback program, eligibility criteria | Low | 400 | 21 | Sprint 6 |
| US-26 | As a user, I want a chatbot for customer support so that I can resolve issues quickly. | AI chatbot integration, predefined FAQs | Low | 400 | 34 | Sprint 7 |
| US-27 | As a user, I want to freeze my account temporarily so that I can prevent unauthorized access. | Freeze/unfreeze option, alert notifications | Low | 300 | 55 | Sprint 7 |
| US-28 | As a user, I want to download account details in PDF so that I can save them for reference. | PDF export functionality, email option | Low | 400 | 89 | Sprint 7 |
| US-29 | As a user, I want to receive investment recommendations so that I can maximize my returns. | AI-based investment suggestions, portfolio tracking | Low | 400 | 13 | Sprint 7 |
| US-30 | As a user, I want a dark mode option so that I can reduce eye strain. | Implement dark mode UI, theme switcher | Low | 400 | 89 | Sprint 7 |
| US-31 | As a user, I want to set up two-factor authentication so that my account remains secure. | Implement 2FA via SMS/Email, UI for enabling/disabling | Low | 400 | 8 | Sprint 8 |
| US-32 | As a user, I want to track my loan repayment schedule so that I can plan my finances better. | Loan tracking dashboard, EMI reminder notifications | Low | 400 | 21 | Sprint 8 |
| US-33 | As a user, I want to view real-time forex rates so that I can make informed currency exchanges. | Forex API integration, UI for currency conversion | Low | 300 | 89 | Sprint 8 |
| US-34 | As a user, I want to dispute a transaction so that I can report incorrect charges. | Dispute filing UI, backend verification, response tracking | Low | 400 | 34 | Sprint 8 |
| US-35 | As a user, I want to set travel notifications on my card so that I can avoid transaction blocks while traveling. | Implement travel alert settings, backend integration | Low | 400 | 55 | Sprint 9 |
| US-36 | As a user, I want to donate to charities through the app so that I can contribute easily. | Charity selection, integration with payment gateway, receipts | Low | 400 | 5 | Sprint 9 |
| US-37 | As a user, I want to split expenses with friends so that I can manage shared costs conveniently. | Expense-splitting feature, notifications, payment integration | Low | 400 | 55 | Sprint 9 |
| US-38 | As a user, I want to enable voice-based transactions so that I can make payments hands-free. | Voice command processing, authentication, error handling | Low | 400 | 5 | Sprint 9 |
| US-39 | As a user, I want to view my savings goals progress so that I stay motivated to save. | Savings goal tracker, progress bar UI, reminders | Low | 300 | 3 | Sprint 10 |
| US-40 | As a user, I want to schedule appointments with bank representatives so that I can get personal financial advice. | Appointment booking system, calendar integration, notifications | Low | 400 | 5 | Sprint 10 |

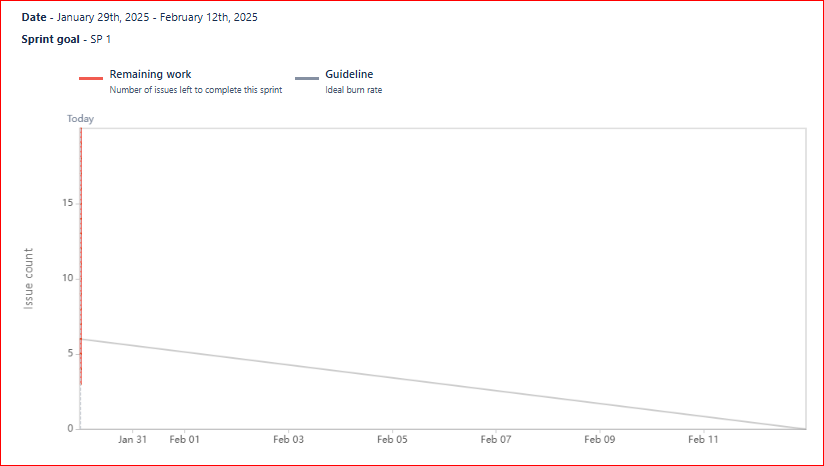
Sprint backlog:

A Sprint Backlog is a smaller, focused list of items selected from the Product Backlog that the team commits to completing during a specific sprint period (usually 2-4 weeks). It represents the detailed plan for delivering the sprint goal and includes the specific user stories, tasks, and technical work needed to create working software. The development team owns this backlog and updates it daily to reflect their progress, with each item broken down into smaller tasks that typically take a day or less to complete. Unlike the Product Backlog, which can change frequently, the Sprint Backlog remains stable during the sprint period, helping the team stay focused and maintain a sustainable development pace while working toward their sprint goal.

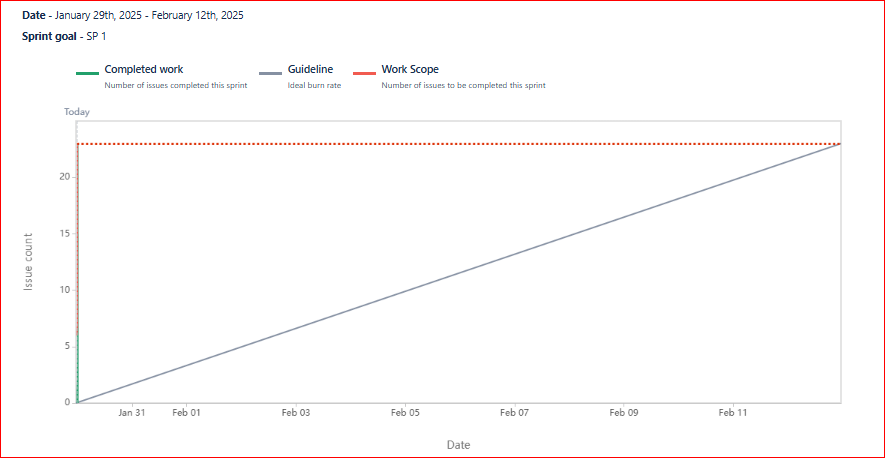
| **ID** | **User Story** | **Tasks** | **Owner** | **Status** | **Estimated Effort (Story Points)** | **Sprint Backlog** |
| --- | --- | --- | --- | --- | --- | --- |
| US-01 | User Login (Email & Password) | - Design login UI  - Implement authentication  - Validate user credentials  - Error handling | Developer A | In Progress | 3 | Sprint 1 |
| US-02 | View Product Catalog | - Fetch product list from DB  - Display product images & details  - Implement pagination | Developer B | To Do | 5 | Sprint 1 |
| US-03 | Add Product to Cart | - Create ‘Add to Cart’ button  - Store cart data in session  - Update cart UI | Developer C | In Progress | 5 | Sprint 2 |
| US-04 | Secure Payment Processing (UPI, Card, COD) | - Integrate payment gateway  - Implement transaction security  - Generate order receipt | Developer D | To Do | 13 | Sprint 3 |
| US-05 | Order Status Notifications (Email/SMS) | - Configure notification system  - Send status updates via Email/SMS  - Implement retry mechanism | Developer E | Done | 5 | Sprint 3 |

Sprint and Product Burn down chart.

Sprint Burn down:



Product Burn down:



Document 6: Sprint meetings Meeting Type 1:

Sprint planning meeting

A Sprint Planning meeting is a collaborative session where the entire Scrum team (Product Owner, Scrum Master, and Development team) comes together at the start of each sprint to decide what work will be delivered in the upcoming sprint and how they will accomplish it. During this meeting, the Product Owner presents the highest priority items from the Product Backlog; the team discusses each item to ensure shared understanding, determines their capacity and velocity, breaks down selected items into specific tasks, and ultimately commits to a realistic Sprint Goal. This meeting typically lasts up to 4 hours for a two-week sprint, where the team decides both WHAT they will build (by selecting Product Backlog items) and HOW they will build it (by creating a detailed Sprint Backlog with specific tasks), ensuring everyone leaves with a clear direction for the sprint ahead.

Date: 17 January 2025  
Time: 11:00 AM IST  
Location: Conference Room 3A, Bengaluru Office

Prepared By: Rahul Mehta (Scrum Master)

Attendees:

1. Saksham Singh (Product Owner)
2. Sai Kiran (Business Analyst)
3. Aman Verma (Developer)
4. Ritu Kapoor (Developer)
5. Karan Desai (Tester)
6. Kavita Nair (UI/UX Designer)

Observers:

1. Ananya Iyer (Quality Assurance Head)
2. Rohan Joshi (Project Manager)

Agenda Topics:

| Topic | Presenter | Time Allotment |
| --- | --- | --- |
| 1. Welcome and Meeting Objectives | Rahul Mehta | 5 minutes |
| 2. Review Sprint Goal and Priorities | Saksham Singh | 10 minutes |
| 3. Discuss User Stories for Saksham Application Enhancements | Priya Sharma | 20 minutes |
| 4. Task Allocation and Dependencies | Aman Verma | 15 minutes |
| 5. Sprint Backlog Finalization | Entire Team | 15 minutes |
| 6. Open Discussion and Q&A | Rahul Mehta | 10 minutes |

Primary Goal:  
Plan the upcoming sprint for the Saksham Application, focusing on enhancing features to allow seamless viewing of the entire customer portfolio.

Other Information

* Resources Needed:
  + Access to Jira for sprint planning and task allocation.
  + Updated user stories from the Product Owner.
  + Customer feedback reports from the previous sprint.
  + A projector for presenting sprint goals and backlog.
* Special Notes:
  + Ensure that the backlog includes any high-priority bug fixes raised in the last retrospective.
  + Align dependencies with external teams (e.g., API integration team).
  + Time box discussions to maintain focus and efficiency.
* Key Observations:
  + Observers are encouraged to provide inputs only during the open discussion segment to keep the planning process streamlined.
  + Document any blockers raised during the meeting for immediate resolution.

Sprint Review Meeting:

### A Sprint Review meeting is a demonstration-focused session held at the end of each sprint where the development team presents the completed work to stakeholders, product owner, and any interested parties. During this informal meeting, the team showcases the working features they've built, collects feedback on the delivered functionality, discusses what went well and what didn't, and gathers insights that will help shape future development priorities. The Product Owner explains which Product Backlog items have been completed and which have not; while stakeholders provide real-time feedback and suggestions, making this meeting, a crucial opportunity for transparency, alignment, and course correction to ensure the product is evolving in the right direction. This session typically lasts for a maximum of 4 hours for a one-month sprint, fostering open dialogue between those who build the product and those who will use it.

**Meeting Type:** Sprint Review

**Date:** 18th January 2025  
**Time:** 3:00 PM IST  
**Location:** Conference Room 3A, Bengaluru Office

**Prepared By:** Rahul Mehta (Scrum Master)

**Attendees:**

1. Saksham Singh (Product Owner)
2. Sai Kiran (Business Analyst)
3. Aman Verma (Developer)
4. Ritu Kapoor (Developer)
5. Karan Desai (Tester)
6. Kavita Nair (UI/UX Designer)
7. Ananya Iyer (Quality Assurance Head)
8. Rohan Joshi (Project Manager)

### **Agenda Topics**

| **Topic** | **Presenter** | **Time Allotment** |
| --- | --- | --- |
| 1. Welcome and Objectives | Rahul Mehta | 5 minutes |
| 2. Sprint Status Update | Priya Sharma | 10 minutes |
| 3. Things to Demo | Aman Verma, Ritu Kapoor | 20 minutes |
| 4. Quick Updates | Team Members | 10 minutes |
| 5. What is Next? | Saksham Singh | 10 minutes |

### **Details**

#### **Sprint Status Update**

* Priya Sharma will provide a summary of completed tasks, any unfinished backlog items, and the overall sprint status.

#### **Things to Demo**

1. **New Features Implemented:**
   * Enhanced customer portfolio view functionality.
   * Improved UI/UX for portfolio navigation.
2. **Bug Fixes:**
   * Resolved login inconsistency issues.
   * Fixed portfolio-loading delays.

#### **Quick Updates**

* Brief inputs from each team member on their key contributions, challenges faced, and learnings from this sprint.

#### **What is next?**

* Saksham Singh will outline priorities for the next sprint, focusing on adding advanced filtering options in the portfolio view and integrating additional customer data points.
* Identify dependencies and blockers for upcoming tasks.

### **Special Notes**

* Ensure that all feedback from the Product Owner is documented for retrospective discussions.
* Observers are welcome to share their insights after the demo section.
* Team members must update Jira with their sprint progress before the meeting.

Sprint Retrospective meeting

A **Sprint Retrospective Meeting** is a review session held at the end of a sprint where the Scrum team reflects on the sprint's progress, identifies successes, discusses challenges, and plans improvements for future sprints. The meeting focuses on what went well, what didn’t go well, and what actions can be taken to enhance efficiency and teamwork. The goal is to foster continuous improvement and optimize future sprints by implementing actionable insights.

### **Sprint Retrospective Meeting Agenda**

**Meeting Type:** Sprint Retrospective

**Date:** 19th January 2025  
**Time:** 4:00 PM IST  
**Location:** Conference Room 3A, Bengaluru Office

**Prepared By:** Rahul Mehta (Scrum Master)

**Attendees:**

1. Saksham Singh (Product Owner)
2. Sai Kiran (Business Analyst)
3. Aman Verma (Developer)
4. Ritu Kapoor (Developer)
5. Karan Desai (Tester)
6. Kavita Nair (UI/UX Designer)
7. Ananya Iyer (Quality Assurance Head)
8. Rohan Joshi (Project Manager)

### **Agenda**

| **Topic** | **Presenter** | **Time Allotment** |
| --- | --- | --- |
| 1. Welcome and Purpose of Meeting | Rahul Mehta | 5 minutes |
| 2. What Went Well | Entire Team | 10 minutes |
| 3. What Didn’t Go Well | Entire Team | 10 minutes |
| 4. Questions and Discussions | Entire Team | 15 minutes |
| 5. Action Items and Next Steps | Rahul Mehta | 10 minutes |

### **Details**

#### **What Went Well**

* Team members will share successes from the sprint, including:
  + Completion of the **enhanced customer portfolio view**.
  + Effective collaboration between developers and the QA team for bug resolution.
  + Timely demo preparation and positive feedback from the Product Owner.

#### **What Didn’t Go Well**

* Discuss challenges faced, such as:
  + Delays in API integration with the customer database.
  + Overlapping tasks causing temporary resource bottlenecks.
  + Communication gaps during sprint planning.

#### **Questions and Discussions**

* Address unresolved questions, including:
  + How can dependencies with external teams be managed more efficiently?
  + What can be improved in terms of sprint planning and backlog prioritization?

### **References for Saksham Application**

* Key focus areas for improvement:
  + Optimizing customer portfolio loading speed further.
  + Enhancing error handling during portfolio updates.
* Review Jira tasks and sprint metrics for deeper insights into team performance.

### **Special Notes**

* Ensure all team feedback is documented for future process improvement.
* Summarize key takeaways and action items at the end of the meeting.

Daily Stand up meeting:

A Daily Stand-up Meeting is a short, time-boxed meeting (typically 15 minutes) where the Scrum team synchronizes their work and discusses progress. Each team member answers three key questions: What was accomplished yesterday? What will be worked on today? Are there any blockers or impediments? The meeting helps maintain transparency, align the team, and identify obstacles early to ensure smooth progress toward sprint goals.

Daily Stand-Up Meeting Agenda

Meeting Type: Daily Stand-Up  
Week: Week 3 (from 15-01-2025 to 21-01-2025)

| Question | Name/Role | Monday (15-01-2025) | Tuesday (16-01-2025) | Wednesday (17-01-2025) | Thursday (18-01-2025) | Friday (19-01-2025) | Saturday (20-01-2025) | Sunday (21-01-2025) |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| What did you do yesterday? | Aman Verma (Developer 1) | Implemented the basic customer portfolio view. | Enhanced API integration for customer data retrieval. | Debugged API integration issues. | Finalized code for the portfolio display feature. | Fixed minor UI bugs in portfolio navigation. | N/A | N/A |
|  | Ritu Kapoor (Developer 2) | Designed the UI mock-ups for the portfolio page. | Developed the portfolio navigation flow. | Worked on responsive design for the portfolio page. | Assisted with API integration testing. | Completed design tweaks based on demo feedback. | N/A | N/A |
|  | Karan Desai (Developer 3) | Verified test cases for API integration. | Conducted regression testing. | Tested portfolio-loading speed and shared feedback. | Validated end-to-end functionality for the demo. | Reviewed bug fixes and updated test cases. | N/A | N/A |
| What will you do today? | Aman Verma (Developer 1) | Enhance error handling for API calls. | Work on data caching for faster loading. | Assist QA with portfolio testing. | Address feedback from the demo session. | Plan next sprint backlog items. | N/A | N/A |
|  | Ritu Kapoor (Developer 2) | Begin coding advanced filtering options. | Test filtering features with sample data. | Fix CSS issues reported by QA. | Review UI alignment post-demo. | Document feature design for the next sprint. | N/A | N/A |
|  | Karan Desai (Developer 3) | Write additional test cases for filtering. | Automate repetitive test cases. | Collaborate with developers on testing bug fixes. | Finalize test results for retrospective. | Update testing metrics for sprint report. | N/A | N/A |
| What (if any) is blocking your progress? | Aman Verma (Developer 1) | Dependency on QA for test results. | Issues with third-party API response delays. | Waiting for feedback on error handling changes. | N/A | N/A | N/A | N/A |
|  | Ritu Kapoor (Developer 2) | N/A | Delay in receiving assets from UI/UX team. | N/A | N/A | N/A | N/A |  |
|  | Karan Desai (Developer 3) | Incomplete test environment setup. | Lack of clarity on edge cases for filtering. | Dependency on Dev team for bug fixes. | N/A | N/A | N/A | N/A |

Special Notes:

1. Developers should ensure their updates are brief and focused (1-2 minutes per person).
2. The Scrum Master for resolution post-meeting should note all blockers raised.
3. Weekend entries are marked N/A unless the team is working overtime or on-call.