**Agile Deliverable**

**Document – 1: Definition of Done**

**Document – 2: Product Vision Document**

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| **Scrum Project**  **Name:** | Go-Eat (Food Delivery) | | |
| **Venue:** | Pune Office, Baner | | |
| **Date:** 22.03.2025 | **Start Time:** 9.00 AM | **End Time:** 12.00 PM | **Duration:** 3 Hrs. |
| **Client:** | Mr. Krishna Dwarkadish | Mr. Shiv Rudra | Miss Parvati Kailash |
| **Stakeholder List:** | Project Manager | Business Owner | Scrum Master |
| Product Owner | Software Engineers | UI/UX Designers | Business Analyst |
| Network Engineer | Database Administrator | Quality Assurance/Testers | System Analyst |
| **Scrum Team** | | | |
| **Scrum Master:** | Mr. Ganesh Gokhale | Mr. Arjun Kale | |
| **Product Owner:** | Mr. Mayur Shiralkar | Mr. Sameer Deshpande | Miss. Sharvari Gore |
| **Scrum Developer 1:** | Mr. Ashutosh Shrivastav | | |
| **Scrum Developer 2:** | Miss. Anagha Deshpande | | |
| **Scrum Developer 3:** | Mr. Rohit Kulkarni | | |
| **Scrum Developer 4:** | Mr. Saurabh Ratnaparkhi | | |
| **Scrum Developer 5:** | Miss Gayatri Salunkhe | | |

**Document 3: User Story**

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| **User Story No**: 3 | **Tasks**: 2 | **Priority**: Medium |
| **Value Statement**:  As a Client/User  I want to login into a Go-Eat Portal  So that I can be able to browse the Menu and Order the Food. | | |
| **BV**: 500 | **CV**: 2 | |
| **Acceptance Criteria**:   * Registration Screen * Login Screen * Product Catalog * Menu Criteria | | |

**Document 4: Agile PO Experience**

As a Product Owner in the Agile Go-Eat e-commerce project, your experience will involve:

**1. Product Strategy & Vision**

* Defining the product vision, roadmap, and objectives for the Go-Eat platform.
* Aligning business goals with customer needs and market trends.

**2. Backlog Management**

* Prioritizing and refining the product backlog based on business value, feasibility, and customer impact.
* Collaborating with stakeholders, including business leaders, developers, UX designers, and marketing teams, to define and groom user stories.

**3. Agile Collaboration**

* Working closely with the Scrum Team to ensure smooth sprint planning, execution, and delivery.
* Participating in daily standups, sprint reviews, retrospectives, and backlog refinement sessions.

**4. Stakeholder Communication**

* Gathering requirements from internal and external stakeholders, such as customers, delivery partners, restaurants, and operations teams.
* Ensuring alignment between Go-Eat’s business strategy and product development.

**5. Data-Driven Decision Making**

* Using analytics, A/B testing, and customer feedback to improve product features.
* Defining KPIs to measure product success (e.g., order completion rate, average delivery time, customer satisfaction).

**6. User Experience & Feature Enhancements**

* Improving order management, restaurant partnerships, and delivery processes.
* Ensuring seamless user journeys across mobile and web platforms.

**7. Handling Challenges & Iterative Improvements**

* Managing trade-offs between features, timelines, and technical feasibility.
* Responding to competitive market shifts, customer demands, and operational bottlenecks.

As a Product Owner in the Go-Eat e-commerce project, your experience during a Sprint will be highly collaborative and iterative. Here is what you can expect in each phase of the Sprint,

**1. Sprint Planning (Day 1)**

* Work with the Scrum Team to define the Sprint Goal.
* Select high-priority user stories from the backlog based on business value.
* Clarify requirements, acceptance criteria, and dependencies.
* Ensure the development team understands the scope and technical feasibility.
* Balance customer needs, business goals, and technical constraints.

**2. Daily Standups (Every Day)**

* Attend Daily Scrum Meetings to stay updated on progress.
* Answer any questions from the development team.
* Unblock issues by facilitating discussions with stakeholders.
* Ensure alignment with the Sprint Goal.

**3. Backlog Refinement (Mid-Sprint)**

* Continuously groom the product backlog for future sprints.
* Gather feedback from stakeholders and customers.
* Adjust priorities, if necessary, based on new insights.
* Ensure user stories are detailed, clear, and ready for future sprints.

**4. Sprint Review (End of Sprint)**

* Demonstrate completed features to stakeholders (restaurants, delivery partners, internal teams).
* Gather feedback on new features or improvements.
* Assess whether the team met the Sprint Goal.
* Identify any additional tweaks before deployment.

**5. Sprint Retrospective (Post Sprint)**

* Reflect on what went well and what can be improved.
* Discuss challenges, bottlenecks, and process improvements.
* Implement lessons learned in the next Sprint.

Managing User Stories effectively is crucial to ensure smooth development, clear priorities, and valuable product increments. Here is how you can handle user stories efficiently in an Agile Sprint,

**1. Creating High-Quality User Stories**

Each user story should follow the INVEST principle:  
Independent – Can be completed without dependencies.  
Negotiable – Open for discussion, not a fixed contract.  
Valuable – Provides value to users/customers.  
Estimable – Developers can estimate the effort.  
Small – Can be completed in one Sprint.  
Testable – Has clear acceptance criteria.

**Example User Story**:  
As a customer,

I want to track my food order in real-time

so that I know when it will arrive.

**2. Writing Clear Acceptance Criteria**

Define when a story is done.  
Acceptance criteria ensure clarity for developers and testers.

**3. Prioritizing User Stories in the Backlog**

* Use the MoSCoW method (Must-have, Should-have, Could-have, Won’t-have).
* Focus on business value, customer impact, and feasibility.
* Balance new features vs. technical debt.

**Example Prioritization**:  
**Must-have** – Real-time order tracking.  
**Should-have** – Personalized restaurant recommendations.  
**Could-have** – Loyalty points system.

**4. Collaborating with the Development Team**

* Clarify any doubts in Backlog Grooming sessions.
* Ensure developers understand the WHY behind each story.
* Be available during the sprint for any scope clarifications.

**5. Reviewing & Accepting Stories**

* Test the feature against acceptance criteria.
* Check if it meets customer expectations.
* Provide feedback and approve/reject the story.

**6. Iterating Based on User Feedback**

* Analyse user behaviour after a feature release.
* Gather insights from customer support, surveys, and analytics.
* Refine existing user stories or create new ones for enhancements.

**Document 5: Product & Sprint Backlog & Product & Sprint Burndown Chart**

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| **User Story Id** | **User Story** | **Tasks** | **Priority** | **BV** | **CP** | **Sprint** |
| **US001** | **Registration Page** | **3** | **Medium** | **500** | **2** |  |
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