**Capstone Project2 –Agile-Scrum**

**Question 1 – write Agile Manifesto**

**Answer-**

Agile methodology is a project management framework that emphasizes collaboration, improvement, and adaptability.

**Agile**

* Agile is light weight and can be implemented where faster delivery is required.
* Agile no documentation is required
* Customer retention since no documentation
* Agile does not support scalability and extendibility

**Four main Values**

* Individuals and interactions over processes and tools
* Working software over comprehensive documentation
* Customer collaboration over contract negotiation
* Responding to change over following a plan

**Twelve Principles of Agile Software**

1. Satisfy the customer through early and continuous delivery of valuable software.
2. Welcome changing requirements, even late in development. Agile processes harness change for the customer's competitive advantage.
3. Deliver working software frequently, from a couple of weeks to a couple of months, with a preference to the shorter timescale.
4. Business people and developers must work together daily throughout the project.
5. Build projects around motivated individuals. Give them the environment and support they need, and trust them to get the job done.
6. The most efficient and effective method of conveying information to and within a development team is face to face conversation.
7. Working software is the primary measure of progress.
8. Agile processes promote sustainable development. The sponsors, developers, and users should be able to maintain a constant pace indefinitely.
9. Continuous attention to technical excellence and good design enhances agility.
10. Simplicity the art of maximizing the amount of work not done is essential.
11. The best architectures, requirements, and designs emerge from self-organizing teams.
12. At regular intervals, the team reflects on how to become more effective, then tunes and adjusts its behaviour accordingly.

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

**Answer-**

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| **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: 02** | |
| ACCEPTANCE CRITERIA  Registration Screen Text Boxes for User Name, Password, Nation ID, Mobile No, Email, Address, Phone Number. Click on Register Button. Send Successful Notification to the user | | |

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| **User Story No: 2** | **Tasks: 2** | **Priority: Highest** |
| AS A RESTAURANT OWNER I WANT TO VIEW ORDERS SO THAT I CAN VIEW THE LIST OF ORDERS | | |
| **BV: 500** | **CP: 02** | |
| ACCEPTANCE CRITERIA  View Order, Display List of orders in the tabular Form | | |

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| **User Story No: 3** | **Tasks: 2** | **Priority: Highest** |
| AS A CUSTOMER I WANT TO ADD THE ADDRESS SO THAT I CAN GET THE ORDER TO MY ADDRESS | | |
| **BV: 500** | **CP: 02** | |
| ACCEPTANCE CRITERIA  Text Box to enter. Business Rules: Within the radius of 5 km | | |

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| **User Story No: 4** | **Tasks: 2** | **Priority: Highest** |
| AS A CUSTOMER I WANT TO SELECT THE PAYMENT MODE SO THAT I CAN MAKE PAYMENT OF MY CHOICE | | |
| **BV: 500** | **CP: 03** | |
| ACCEPTANCE CRITERIA  Display payment modes, radio buttons to select payment modes, payments button. Business Rule. Can select only one payment mode | | |

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| **User Story No: 5** | **Tasks: 1** | **Priority: Highest** |
| AS AN ADMIN I WANT TO VIEW THE RESTAURANTS SO THAT I CAN APPROVE THEIR REGISTRATION | | |
| **BV: 500** | **CP: 02** | |
| ACCEPTANCE CRITERIA  Register in the platform with the details | | |

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| **User Story No: 6** | **Tasks: 1** | **Priority: Low** |
| AS A CUSTOMER I WANT TO VIEW THE PRICE SO THAT I CAN ORDER THE FOOD | | |
| **BV: 50** | **CP: 01** | |
| ACCEPTANCE CRITERIA  Display price in the list of menu items | | |

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| **User Story No: 7** | **Tasks: 2** | **Priority: Low** |
| AS A CUSTOMER I WANT TO VIEW THE CONTACT NUMBER OF DELIVERY BOY SO THAT I CAN CONTACT DELIVERY BOY FOR THESTATUS | | |
| **BV: 50** | **CP: 01** | |
| ACCEPTANCE CRITERIA  1. Display delivery boy mobile number  2. Display delivery boy name in tracking field 3. Display delivery boy picture | | |

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| **User Story No: 8** | **Tasks: 2** | **Priority: Medium** |
| AS A RESTAURANT OWNER I WANT TO PROVIDE TIME SLOTS SO THAT CUSTOMER CAN CHECK OPENING ANDCLOSING HOURS | | |
| **BV: 100** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1. Click on restaurant dashboard 2. Add from time to time 3. Click on submit 4. Display updated successfully | | |

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| **User Story No: 9** | **Tasks: 2** | **Priority: High** |
| AS A Business OWNER I WANT TO VIEW RESTAURANT REVENUE REPORT SO THAT I CAN VIEW THE RESTAURANT’SREVENUE | | |
| **BV: 200** | **CP: 03** | |
| ACCEPTANCE CRITERIA  Select Reports Select Revenue Reports Select to and from date Select Region (can select all) Generate Report Download Report in EXCEL | | |

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| **User Story No: 10** | **Tasks: 3** | **Priority: High** |
| AS A REG ADMIN I WANT TO MANAGE REGIONAL RESTAURANTS SO THAT, I CAN TRACK THE PERFORMANCE OF REGIONAL RESTAURANTS. | | |
| **BV: 200** | **CP: 03** | |
| ACCEPTANCE CRITERIA  CLICK ON PERFORMANCE OF RESTAURANTS SELECT FROM DATE TO DATE CLICK ON GENERATE REPORT WHICH INCLUDES RESTAURANTS ID, NAME, REVENUE CLICK ON DOWNLOAD REPORT SHOULD BE INEXCEL | | |

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| **User Story No: 11** | **Tasks: 2** | **Priority: Medium** |
| AS ADMIN I WANT TO SEE THE REGIONAL REVENUE REPORTS SO THAT I CAN VIEW THE REGIONALPERFORMANCE | | |
| **BV: 100** | **CP: 03** | |
| ACCEPTANCE CRITERIA  Select regional dropdown View performance of each rest of that region in tabular form which includes rest name, revenue, generated Download in excel or PD | | |

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| **User Story No: 12** | **Tasks: 2** | **Priority: High** |
| AS A CUSTOMER I WANT TO CHAT WITH REG ADMIN SO THAT I CAN REQUEST FOR REFUND | | |
| **BV: 200** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1) BR-ALL MANDATORY 2) TEXT BOX FIELDS 3) DISPLAY ORDER ID 4) TEXT BOX,FOR DESCRIPTION 5) SUBMIT BUTTON 6) GENERATE ISSUE ID 7) DISPLAY SUCCESSFUL | | |

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| **User Story No: 13** | **Tasks: 2** | **Priority: High** |
| AS A HUNGRY USER I WANT TO BROWSE NEARBY RESTAURANTS SO THAT I CAN ORDER THE FOOD | | |
| **BV: 200** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1) Each restaurant entry displays its name, cuisine type and rating 2) This list can be sorted by distance or rating | | |

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| **User Story No: 14** | **Tasks: 2** | **Priority: High** |
| AS A CUSTOMER I WANT TO BROWSE DIFFERENT RESTAURANTS AND MENUS SO THAT I CAN FIND A PLACE TO ORDER FOOD | | |
| **BV: 200** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1) The menu includes dishes, prices and descriptions 2) Show the restaurant is open or closed | | |

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| **User Story No: 15** | **Tasks: 1** | **Priority: High** |
| AS A CUSTOMER I WANT TO BROWSE FOR SPECIFIC DISHES AND CUISINES SO THAT I CAN FIND A PLACE TO ORDER FOOD | | |
| **BV: 200** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1) App displays relevant restaurant and dishes matching the query | | |

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| **User Story No: 16** | **Tasks: 1** | **Priority: High** |
| AS A CUSTOMER I WANT TO FILTER RESTAURANTS SO THAT I CAN FIND A PLACE TO ORDER FOOD | | |
| **BV: 200** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1) Filter restaurants by cuisine type and dietary options(vegan, veg, nonveg, egg) | | |

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| **User Story No: 17** | **Tasks: 2** | **Priority: High** |
| AS A CUSTOMER I WANT TO TRACK MY ORDER SO THAT I KNOW THE TIME OF DELIVERY | | |
| **BV: 200** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1) App shows real time update on the order status 2) Display estimated delivery time | | |

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| **User Story No: 18** | **Tasks: 1** | **Priority: High** |
| AS A USER I WANT TO RATE AND REVIEW RESTAURANTS SO THAT I CAN RATE AND REVIEW THE RESTAURANTS I HAVE VISITED | | |
| **BV: 200** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1) Can see reviews from other users to help me make dining decisions | | |

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| **User Story No: 19** | **Tasks: 1** | **Priority: High** |
| AS A USER I WANT TO SAVE FAVOURITE RESTAURANTS AND DISHES SO THAT I CAN ORDER FROM MY FAVOURITES | | |
| **BV: 200** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1) Access my list of favourites easily for future orders | | |

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| **User Story No: 20** | **Tasks: 1** | **Priority: High** |
| AS A USER I WANT TO VIEW PAST ORDER HISTORY SO THAT I CAN ORDER AGAIN | | |
| **BV: 200** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1) Can see the details such as order items, total cost andorder date | | |

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| **User Story No: 21** | **Tasks: 3** | **Priority: High** |
| AS A USER I WANT TO RECEIVE NOTIFICATIONS SO THAT I CAN RECEIVE UPDATES | | |
| **BV: 200** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1) Notifications for order confirmation 2) Notification for dispatch 3) Notification for delivery | | |

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| **User Story No: 22** | **Tasks: 1** | **Priority: Medium** |
| AS A CUSTOMER I WANT TO CONTACT CUSTOMER SUPPORT SO THAT I CAN SUBMIT QUERIES OR ISSUES | | |
| **BV: 200** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1) Customer support section with contact information | | |

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| **User Story No: 23** | **Tasks: 2** | **Priority: High** |
| AS A RESTAURANT OWNER I WANT TO RECEIVE AND MANAGE ORDERS SO THAT I CAN UPDATE ORDER STATUS | | |
| **BV: 200** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1) Manage order status 2) Notify restaurants about incoming orders | | |

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| **User Story No: 24** | **Tasks: 2** | **Priority: High** |
| AS A RESTAURANT OWNER I WANT TO ACCESS TO CUSTOMER REVIEWS SO THAT I CAN VIEW AND RESPOND TO CUSTOMER REVIEWS | | |
| **BV: 200** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1) Owners can address feedback 2) Owners can improve their services | | |

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| **User Story No: 25** | **Tasks: 1** | **Priority: Medium** |
| AS A CUSTOMER I WANT TO APPLY PROMOCODES AND DISCOUNTS SO THAT I CAN ORDER AT LOWER PRICE | | |
| **BV: 100** | **CP: 04** | |
| ACCEPTANCE CRITERIA  1) Active Promocodes | | |

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| **User Story No: 26** | **Tasks: 7** | **Priority: High** |
| AS A DELIVERY BOY I WANT TO VIEW THE ORDERS SO THAT I ACCEPT THE ORDER | | |
| **BV: 200** | **CP: 04** | |
| ACCEPTANCE CRITERIA  1) Order visibility 2) Real-time updates 3) Order details 4) Order filtering and sorting 5) Order map view 6) Order navigation 7) Order completion and confirmation | | |

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| **User Story No: 27** | **Tasks: 5** | **Priority: High** |
| AS A DELIVERY BOY I WANT TO LOGIN SO THAT I CAN ACCEPT THE ORDER | | |
| **BV: 200** | **CP: 04** | |
| ACCEPTANCE CRITERIA  1) User Authentication 2) Error Handling 3) Password security 4) Multi-factor Authentication 5) Compatibility and Usability | | |

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| **User Story No: 28** | **Tasks: 5** | **Priority: Medium** |
| AS A DELIVERY BOY I WANT TO VIEW FEEDBACK SO THAT I CAN KNOW THE CUSTOMERS FEEDBACK | | |
| **BV: 200** | **CP: 04** | |
| ACCEPTANCE CRITERIA  1) Access to feedback system 2) Feedback Visibility 3) Feedback sorting and filtering 4) Response Mechanism 5) User Support | | |

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| **User Story No: 29** | **Tasks: 5** | **Priority: Medium** |
| AS A ADMIN I WANT TO VIEW FEEDBACK SO THAT I CAN KNOW THE CUSTOMERS FEEDBACK | | |
| **BV: 200** | **CP: 04** | |
| ACCEPTANCE CRITERIA  1) Access to feedback system 2) Feedback Visibility 3) Feedback sorting and filtering 4) Response Mechanism 5) User Support | | |

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| **User Story No: 30** | **Tasks: 5** | **Priority: Medium** |
| AS A RESTAURANT OWNER I WANT TO VIEW FEEDBACK SO THAT I CAN KNOW THE CUSTOMERS FEEDBACK | | |
| **BV: 200** | **CP: 04** | |
| ACCEPTANCE CRITERIA  1) Access to feedback system 2) Feedback Visibility 3) Feedback sorting and filtering 4) Response Mechanism 5) User Support | | |

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| **User Story No: 31** | **Tasks: 3** | **Priority: High** |
| AS A ADMIN I WANT TO KNOW THE ISSUES SO THAT I CAN RESOLVE THEM | | |
| **BV: 100** | **CP: 03** | |
| ACCEPTANCE CRITERIA  1) Display issue section 2) Sorting and filtering of issues list 3) Editing and modifying the issues | | |

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| **User Story No: 32** | **Tasks: 3** | **Priority: High** |
| AS A REGIONAL ADMIN I WANT TO KNOW THE ISSUES SO THAT I CAN RESOLVE THEM | | |
| **BV: 200** | **CP: 04** | |
| ACCEPTANCE CRITERIA  1) Display issue section 2) Sorting and filtering of issues list 3) Editing and modifying the issues | | |

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| **User Story No: 33** | **Tasks: 6** | **Priority: High** |
| AS A RESTAURANT OWNER I WANT TO VIEW REVENUE GENERATED SO THAT I VIEW RESTAURANTS REVENUE | | |
| **BV: 200** | **CP: 04** | |
| ACCEPTANCE CRITERIA  Select Reports Select Revenue Reports Select to and from date Select Region (can select all) Generate Report Download Report in EXCEL | | |

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| **User Story No: 34** | **Tasks: 2** | **Priority: High** |
| AS A RESTAURANT OWNER I WANT TO KNOW DELIVERY BOY SO THAT I VERIFY THE DELIVERY BOY | | |
| **BV: 200** | **CP: 04** | |
| ACCEPTANCE CRITERIA  ID proof  Punctuality and reliability | | |

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| **User Story No: 35** | **Tasks: 3** | **Priority: Low** |
| AS A CUSTOMER I WANT TO VIEW THE CONTACT NUMBER OF DELIVERY BOY SO THAT I CAN CONTACT DELIVERY BOY FOR THE STATUS | | |
| **BV: 50** | **CP: 01** | |
| ACCEPTANCE CRITERIA  1. Display delivery boy mobile number  2. Display delivery boy name in tracking field 3. Display delivery boy picture | | |

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| **User Story No: 36** | **Tasks: 4** | **Priority: Medium** |
| AS A RESTAURANT OWNER I WANT TO PROVIDE TIME SLOTS SO THAT CUSTOMER CAN CHECK OPENING AND CLOSING HOURS | | |
| **BV: 100** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1. Click on restaurant dashboard 2. Add from time to time 3. Click on submit 4. Display updated successfully | | |

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| **User Story No: 37** | **Tasks: 3** | **Priority: High** |
| AS A USER I WANT TO RECEIVE NOTIFICATIONS SO THAT I CAN RECEIVE UPDATES | | |
| **BV: 200** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1) Notifications for order confirmation 2) Notification for dispatch 3) Notification for delivery | | |

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| **User Story No: 38** | **Tasks: 1** | **Priority: Medium** |
| AS A CUSTOMER I WANT TO CONTACT CUSTOMER SUPPORT SO THAT I CAN SUBMIT QUERIES OR ISSUES | | |
| **BV: 200** | **CP: 02** | |
| ACCEPTANCE CRITERIA  1) Customer support section with contact information | | |

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| **User Story No: 39** | **Tasks: 4** | **Priority: Medium** |
| AS A CUSTOMER I WANT TO VIEW THE ORDER SO THAT I CAN CANCEL IT | | |
| **BV: 100** | **CP: 03** | |
| ACCEPTANCE CRITERIA  Order status Method of cancellation Refund policy Time frame | | |

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| **User Story No: 40** | **Tasks: 4** | **Priority: High** |
| AS A REGIONAL ADMIN I WANT TO TRACK THE DELIVERY SO THAT I CAN VIEW THE STATUS OF THE DELIVERY | | |
| **BV: 100** | **CP: 03** | |
| ACCEPTANCE CRITERIA  Real time tracking Security and data privacy User friendly Interface | | |

**Question 3– What is epic? Write 2 epics**

**Answer-**

Epic is a large user story or a collection of related user stories that represents a significant feature or functionality. Epics are high level, often spanning multiple sprints or iterations, and they provide a way to organize and prioritize work in a product backlog.

EPIC can be said as the set of user stories completed to achieve one task.

1. RESGIATRATIONAS A CUSTOMER I WANT TO REGISTER IN SCRUM FOOD APP SO THAT I CAN LOGIN AND PLACE ORDER.

2. LOGIN AS A CUSTOMER I WANT TO LOGIN IN SCRUM FOOD SO THAT I CAN ORDER THE FOOD AND MAKE PAYMENT.

**Question 4 –What is the difference between BV and CP**

**Answer-**

**1.BV -**BV stands for **business value** which is given by the client according to the importance of task.

Business Value is how important is this feature (user Story) to the Business. This is estimated by Scrum Currency Notes. We provide Rs 1000. Rs 500, Rs 100, Rs 50, Rs 20 and Rs 10 Denominations

**2. CP - CP (Complexity Points)** is also known as Story Points (SP). CP is the effort required by the Scrum Developers to develop this feature (user story) using technology. Efforts include time taken to solve the complexity and write the code. CP is estimated by the Scrum Developers by using Poker cards. We provide pokers with values “?”, 1, 2, 3, 5, 8, 13, 20, 40, 100 and BIG.

The main difference between the BV and CP is that the BV value is decided or given the client according to the importance or the priority of task to be performed. However, the CP value is identified or given by the development team according to the efforts needed to perform the tasks.

Product Backlog Your User stories will go into Product Back log

Question 5 –Explain about Sprint

Answer-

Sprints are time boxed iterations of a continuous project development cycle—short repeatable phases that last between one and four weeks. Sprints lie at the core of Agile methodology and Scrum framework, an approach that takes large, complex product development projects and breaks them down into smaller, more manageable pieces.

What is sprint Duration: 2 Weeks - Your sprint Value \_

Scrum is a sub unit of Sprint. What is scrum Duration: 1 day – Your scrum Value\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_?

PBI: Product Backlog Item

Task: Unit of Work done by 1 Developer in 1 Scrum

WIP: Work In Progress

Sprint Backlog

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| **PBI** | **TASKS** | **WIP** | **DONE** |
| Registration | 3 | 2 | 1 |
| Login | 2 | 2 | 0 |
| Add Restaurants | 3 | 2 | 1 |
| Order food | 3 | 0 | 3 |
| Make Payment | 3 | 3 | 0 |
| Track Delivery | 3 | 3 | 0 |
| Cust Feedback | 3 | 3 | 0 |

**Question 6 – Explain Product backlog and sprint back log**

**Answer-**

**Product Backlog -**The product backlog is a list that compiles all the tasks and user stories that must be done to complete the whole project. But it’s not just a simple task list. An effective product backlog breaks down each of the backlog items into a series of steps that help the development team.

The Product Backlog is a dynamic, prioritized list of all the features, user stories, enhancements, bug fixes, and other work items that need to be addressed over the course of a project. It represents the entire scope of the product's development and is managed by the Product Owner. The Product Backlog is continually refined and updated based on feedback, changing requirements, and new insights.

The product backlog shows project tasks and user stories, as well as their deadline, who’s assigned to complete them, their priority level and percent complete. Managers can easily drag and drop these tasks to refine the product backlog. In addition, Project Manager also allows team members to interact in real time.

**Sprint backlog-** The sprint backlog is a subset of the product backlog. The sprint backlog comes from the product backlog, but it contains only the product backlog items that can be completed during each agile sprint. Think of it as the marching orders for the team as they go off on their short sprint.

The complexity of the project will determine the sprint backlog, but overall, the idea is to dedicate the team only to those tasks that can be completed during the sprint. Of course, if it is a complex project the sprint backlog can also grow in complexity and length.

Unlike the product backlog, though, the sprint backlog is unchanged during the period of the sprint. It can be changed, but only during the sprint planning meeting. Once agreed upon, the items and steps to complete them are frozen for the length of the sprint.

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| **S No.** | **Product Backlog** | **Sprint Backlog** |
| 1 | Anything that needs to accomplish the project vision | Anything that needs to fulfil the sprint goal |
| 2 | Product owner owns | Development team owns |
| 3 | Contains requirements, tasks and defects | A subset of product backlog items defined as a priority by the product owner |
| 4 | Everyone contributes to the product catalogue | Sprint planning meeting is to refine the sprint backlog items |
| 5 | Product backlog evolves and changes will be done by the PO through the product life cycle | NO changes are allowed to the sprint back log items once the sprint has started |
| 6 | Product backlog refinement meeting is to refine the product backlog | Sprint planning meeting is to refine the sprint backlog items |
| 7 | Release burndown metric is used | Sprint burndown metric is used |
| 8 | Estimation is done at a user story level | Estimation is done at activity or task level |
| 9 | Daily stand-up meeting does not discuss product back log item | Daily stand-up meeting discusses the sprint back log in accordance with sprint goal |

**Question 7 – What is impediments log? write 2 impediments**

**Answer-**

An impediment log, also known as an issue log or obstacle log, is a document or tool used in Agile software development to track and manage obstacles, bottlenecks, or any factors that impede the progress of a project or team. Anything that prohibits the team from doing work is considered an impediment.

2 Impediments:

* A sick delivery team member
* Lack of system knowledge

A sick delivery team member:

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| --- | --- |
| Login ID | 1 |
| Description | A sick delivery team member |
| Impact | Delays in order deliveries and increases customer dissatisfaction |
| Priority | High (Due to its impact on customer experience) |
| Assigned to | Operations team and HR team |
| Status | Open |
| Action taken | The operations team is actively recruiting new delivery partners in the  Region. The HR team is working on fast-tracking the onboarding process. |
| Resolution | Delivery partner recruitment efforts are going and the HR team is  Streamlining the onboarding process to expedite new hires. Regular  Updates are being provided in the team meeting. |

Lack of system knowledge:

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| Login ID | 2 |
| Description | Lack of system knowledge |
| Impact | Delays in order processing and potential revenue loss |
| Priority | High (Due to its impact on revenue and customer experience) |
| Assigned to | Tech and QA team |
| Status | In progress |
| Action taken | The tech team has identified the root cause and is working on a fix.  The QA team is conducting extensive testing to ensure the issue is resol-  -ved and team is well trained regard the system. |
| Resolution | The tech team needs to go through various training and keep updating  themselves for better knowing their system thoroughly and  needs to implement a fix and conducted through testing.  The issue has been resolved and orders are now processing smoothly. |

**Question 8 – Explain Velocity of the Team**

**Answer-**

Velocity refers to the measure of the amount of work a development team can complete during a sprint.

The calculation of velocity is performed by the development team itself, as they are responsible for estimating the effort required to complete each user story or backlog item.

Velocity = Total Story Points Completed Per Sprint / Number of Sprints

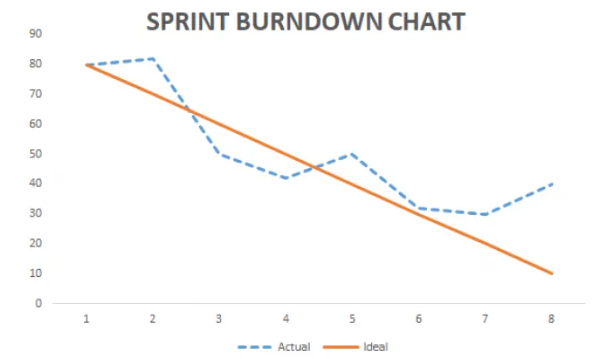
**Question 9 – Draw** **Sprint Burn Charts n Product Burn Down Charts**

**Answer-**

1. **Sprint burndown chart-**

A burndown chart is a graphic representation of two factors: the amount of work your team has already completed in a given Sprint, and the amount of time that the team has left to complete that work.

You can express the amount of work using story points. (If you use a number of tasks or non-relative units like hours in your Agile planning, then you can also plot them on a burndown chart.) The burndown chart timeline, by contrast, usually shows days (which can be calendar dates or just ordered numbers). For example, you could plot days 1 to 10 for a 2-week Sprint (excluding weekends).

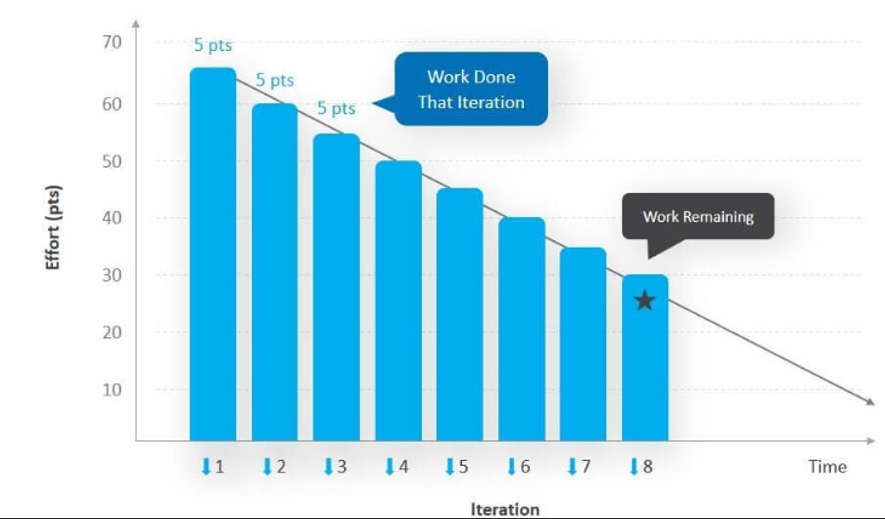


Vertical- complexity point

Horizontal- Time (Days)

1. **Product Burndown Chart-**

A product burndown chart is a visual representation of the work that needs to be completed and the progress towards completion. This type of chart can help you understand what tasks need to be accomplished and how much time it will take to complete them.



**Question 10 – Explain about Product Grooming**

**Answer-**

Product Grooming is the session in which the vision or goal of the project or product is discussed and who will be your target group in which market segment does the product address. What are the needs and solution doing the product required. Also, what benefits the client will get.

Also to identify the EPICs from the product backlog. Product grooming is processes of planning the project and understanding the needs.

Thus, product grooming includes the refinement to understand what does the stakeholder require and why does it require and what is the value addition is to be done.

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

**Answer-**

The Scrum Master is accountable for establishing Scrum as defined in the Scrum Guide. They do this by helping everyone understand Scrum theory and practice, both within the Scrum Team and the organization. The Scrum Master is accountable for the Scrum Team’s effectiveness. They do this by enabling the Scrum Team to improve its practices, within the Scrum framework.

The Product Owner is accountable for maximizing the value of the product resulting from the work of the Scrum Team. The Product Owner is one person, not a committee. The Product Owner may represent the needs of many stakeholders in the Product Backlog. Those wanting to change the Product Backlog can do so by trying to convince the Product Owner.

Scrum Master - The day-to-day activity of a Scrum Master involves servant leadership where they are involved in performance planning, coaching, self- organization, removing obstacles, resolving conflicts and serving the team.

Product Owner - The first responsibility of the product owner is customer satisfaction and this they carry out by ensuring that customer requirements are given priority and there is transparency between development team and stakeholders.

The product owner guarantees stakeholder satisfaction by ensuring product success, and building a product which meets business requirements.

The Scrum Master ensures project success, by assisting the product owner and the team in using the right Scrum processes for creating the end product and establishing the Agile principles. The Product Owner interacts with the users and customers, Stakeholders, the Development team and the ScrumMaster to deliver a successful product.

The Product Owner and the Scrum Master are both invaluable members of a Scrum project team, as they build the perfect relation with the development team and strive to deliver the best results.

**Question 12 – Explain all Meetings Conducted in Scrum Project**

**Answer-**

There are five types of scrum meetings held during the scrum process which are as follows.

1. Sprint Planning Meeting
2. Daily Scrum Meeting
3. Sprint Review Meeting
4. Sprint Retrospective Meeting
5. Backlog Refinement Meeting

**Sprint Planning Meeting:** This meeting begins with the Product Owner. In this meeting the PO explains their vision and how the team should go about completing this step of the project. During this meeting, team members decide the amount of work they can complete within the sprint. This is also when the team moves work from the Product Backlog to the Sprint Backlog. This step requires a lot of planning and can take several hours for the group to decide on a finalized Sprint.

**Daily Scrum Meeting:** From the planning meeting, we move into the daily scrum meetings. Every single day for 15 minutes, the team gathers together to report any issues or progress on their tasks. Though brief, this meeting is an essential part of the scrum process. It is designed to keep all group members on track in a cohesive manner. Normally the Product Owner is present during all daily scrum meetings to assist in any way Daily Stand-up Meeting End of every Scrum, Scrum Developers will participate in Scrum meeting. Here they must answer 3 Questions.

1. What task did you work in this scrum?
2. What task will you work on next scrum?
3. Any Challenges/impediments? When you will complete the user story?

**Sprint Review Meeting:** This meeting is used to showcase a live demonstration of the work completed. During this meeting the Product Owner, Scrum Master and stakeholders are present to review the product and suggest changes or improvements.

They will see the Velocity – How many CP is covered in this sprint

Sprint Burn Down Chart.

**Sprint Retrospective Meeting:** This meeting is held to facilitate a team’s reflection on their progress. The team speaks openly about their organizational concerns and teamwork. During this meeting, dialogue should remain friendly, non- judgmental and impartial. This review session is a key part of team building and development and it’s also very important for future scrum projects. In this meeting team will discuss about Challenges faced and come up with lessons learnt. We can use these lessons learnt in Sprint planning meeting to select user stories for the next sprint.

**Backlog Refinement Meeting:** Last, is the backlog refinement meeting. In this meeting, team members focus on the quality and skill of the work involved during the sprints. This meeting is necessary for the business owners to connect with the development team and is used to assess the quality of the final product. This meeting involves important reflection on the team backlogs.

**Question 13 – Explain Sprint Size and Scrum Size**

**Answer-**

Sprint Size The whole concept of sprint is to identify User stories that the scrum team would work on and complete within a specific sprint duration. Typically known as the sprint length. Sprints can be of 1,2, 3 or 4 weeks long at the max. Anything beyond 4 weeks is never agile scrum project management.

Scrum Size: Scrum Team size can 8 to 10 people.

1.Product Owner

2.Scrum Master

3.Developers & Testers consisting of total 8

**Question 14 – Explain DOR and DOD**

**Answer**

**The definition of Ready DOR**

The product owner could work together with the team to define an artifact called “the Definition of Ready” (DOR) for ensuring that items at the top of the backlog are ready to be moved into a sprint so that the development team can confidently commit and complete them by the end of a sprint.

The term “Definition of Ready” isn’t described in the Scrum Guide similar to the user stories and the Acceptance Criteria embedded in it. Perhaps, you may consider the Definition of Ready is an integral part of the backlog refinement activity, instead of using the Definition of Ready as a sequential and phase-gate checklist. Backlog refinement is an ongoing process; therefore, it’s not restricted to an event but considered an activity.

**Definition of Done: DOD**

The definition of Done is a set of criteria that a product increment must meet for the team to consider it complete and ready for customers. It is a shared understanding among the team members of when a product increment is ready for release, even when the increment is large and consists of many items. By clearly defining what “done” means to the project, an Agile team can focus on delivering value with every sprint and minimizing rework.

DoR and DoD are practices that are needed while improving a product. To ensure that the product meets customer expectations, certain features and ideas have to be added to it from time to time, and defining the criteria for the features to be added is absolutely necessary and that's when the DoR and DoD come into play.

**Question 15 – Explain Prioritization Techniques and MVP**

**Answer-**

**Prioritization Techniques:**

Prioritization techniques are methods used to determine the order in which tasks, features, or items should be addressed in a project. These techniques help teams allocate resources effectively and focus on delivering the most valuable work first. Some common prioritization techniques include:

**MoSCoW:** This technique categorizes items into Must have, should have, could have, and won’t have categories. It helps clarify essential features from those that are optional or lower priority.

**Weighted Shortest Job First (WSJF):** WSJF assigns a priority score to each item based on factors like business value, time sensitivity, and risk. Items with higher scores are considered more important to work on.

**Kano Model:** This model categorizes features into Basic Needs, Performance Needs, and Delighters. It helps prioritize based on how features impact user satisfaction.

**Value vs. Effort Matrix:** Items are plotted on a matrix based on their potential value and effort required. This helps identify quick wins and high-value tasks.

**Relative Prioritization:** Teams compare items pairwise to determine which is more important. This helps create a relative ranking of items.

**Buy a Feature:** Stakeholders are given a budget to 'buy' features, which helps prioritize features based on how much value they see in them.

**Minimum Viable Product (MVP):**

An MVP is the smallest version of a product that includes just enough features to provide value to early adopters and gather feedback. The MVP approach helps validate assumptions, learn from users, and iteratively build upon a product's foundation. It involves:

* **Core Functionality:** An MVP focuses on delivering the core functionalities that address the primary needs or pain points of the target users.
* **Minimal Features:** The MVP omits non-essential features to avoid unnecessary complexity and expedite development.
* **Testing Hypotheses**: The MVP tests assumptions and hypotheses about user behaviour, market demand, and product viability.
* **Iterative Development:** Based on user feedback, the product is refined and expanded in subsequent iterations, gradually adding more features.
* **Early Value:** The MVP allows the product to be released faster, gaining valuable insights and attracting early adopters.

**Question 16 – Difference between Business Analyst n Product Owner**

**Answer-**

|  |  |  |
| --- | --- | --- |
| **Aspect** | **Business analyst** | **Product owner** |
| Role focus | Understand business needs, processes, and requirements. | Define, prioritize, and convey requirements for the product. |
| Requirement gathering | Gathers and documents detailed business requirements. | Creates user stories and defines product features. |
| Problem solving | Identifies problems, inefficiencies, and suggests improvements. | Drives the product vision, strategy, and value proposition. |
| Communication | Acts as a liaison between business stakeholders and development teams. | Collaborates with stakeholders, customers, and the development team. |
| Documentation | Creates documentation of business rules, workflows, and requirements. | Manages the product backlog and maintains clear user stories. |
| Scope Definition | Helps define the scope of projects based on business needs. | Defines the scope of product features and enhancements. |
| Vision and strategy | Focuses on specific projector process improvements. | Has a holistic vision for the product and its strategic direction. |
| Backlog management | Not typically responsible for managing a product backlog. | Manages and prioritizes the product backlog items. |
| Prioritization | Does not have a primary role in prioritizing features. | Prioritizes features based on business value, user needs, and market trends. |
| Decision making | Provides input but not responsible for final product decisions. | Makes final decisions on product features, enhancements, and priorities. |
| Iterative Development | May or may not be involved in iterative development cycles. | Actively participates in sprint planning, reviews and retrospectives. |
| Collaboration | Collaborates with business stakeholders and development teams. | Collaborates closely with stakeholders, customers and the development team. |
| Acceptance | Ensures business requirements are met. | Ensures user stories meet acceptance criteria and align with product vision. |
| Leadership and Strategy | Focuses on tactical solutions and improvements. | Focuses on strategic leadership and product direction. |
| Continuous improvement | Contributes to process improvements and business efficiency. | Incorporates user feedback for ongoing product enhancement. |

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

**Answer-**

RESUME

SNEHA K

[Sneha.k01@yahoo.com](mailto:Sneha.k01@yahoo.com)

9890609611

Objective

Motivated and forward-thinking product owner with 3+ years of experience. Eager to support team with leadership and guidance over a wide range of product development efforts. In previous roles reduced the delivery time by20% and was able to coordinate 95% of product completion in line with the company roadmap.

Work Experience

Agile Product Owner

Deutsche Bank Pune

2017

* Acted as liaison between business, sales and IT teams to refine the product and incorporate features based on market demands.
* Partnered with IT and product leadership to drive and manage the solution development process and ensure the product team understands the direction and vision.
* Collaborated with teams to discover and deliver the best solution to the market presented by the product team lead and the business.
* Created and maintained the solution vision, roadmap, and backlog of work through the project's life cycle.
* Translated features into user stories within the team’s backlog while managing, ranking, and prioritizing this backlog to reflect stakeholder’s requirements.
* Key achievement: Effectively negotiated sprint goals with the team, which resulted in slashing delivery time by 20% in a single quarter.

Scrum Product Owner

* Collaborated with stakeholders to understand business problem statements and convert them into user stories.
* Articulated product vision and user stories in a way clearly understandable to development teams.
* Managed backlog of user stories for 2 products simultaneously.
* Established user story acceptance criteria and refined stories with Scrum teams.
* Created Sprint Release Plans with input from development teams.
* Applied Agile methods and processes to promote a disciplined and transparent project management process.
* Key achievement:
  + Planned and estimated 2-week sprints in a realistic yet time-efficient manner that allowed the teams to deliver 97% of the MVP according to the company roadmap.
* Education- B.Sc., Computer Science, Pune

Key Skills

* Conceptual skills
* User-centered design processes
* Design quality standards
* Service and product design methodologies
* Agile and Scrum
* Conducting design sprints
* User validation
* Analytical skills
* Collaboration and teamwork
* Communication

Certifications

* Certified SAFe® Product Owner.