**AGILE DOCUMENTS**

**Document 1: Definition of Done**

The Definition of Done (DoD) for the CoGence project ensures that all project deliverables meet the highest standards of quality, functionality, and usability. It provides a clear, measurable, and agreed-upon checklist that must be satisfied before a backlog item is considered done.

The DoD applies to:

* User Stories – Ensures each user story meets functional and quality expectations.
* Sprints – Ensures all sprint deliverables maintain consistency and completeness.
* Releases – Ensures a production-ready system with no major defects.

**Checklist for Definition of Done (DoD) – CoGence Project**

1. Produced Code for Presumed Functionalities

* Code adheres to AI and cloud-based development standards
* Code follows best practices for AI-powered defect detection and progress tracking
* Code is modular and maintainable for future scalability

2. Assumptions of User Story Met

* User Story requirements are well-defined and understood
* Assumptions about real-time data processing and automation are documented and validated

3. Project Builds Without Errors

* Build process is automated and CI/CD pipelines are established
* Build artifacts are versioned and tagged for reproducibility

4. Unit Tests Written and Passing

* Code coverage meets project-defined AI testing standards
* Test cases cover edge cases, AI model predictions, and data anomalies

5. Project Deployed on the Test Environment Identical to the Production Platform

* Configuration consistency is maintained across development, testing, and production environments
* Data in the test environment represents real construction site conditions

6. Tests on Devices/Browsers Listed in the Project Assumptions Passed

* Cross-browser and cross-device testing performed for CoGence’s web and mobile applications
* Compatibility ensured across different screen sizes, operating systems, and access points

7. Feature Ok-ed by UX Designer

* UI/UX consistency maintained across dashboards, reports, and defect-tracking views
* Usability testing ensures intuitive navigation for construction site managers

8. QA Performed & Issues Resolved

* Comprehensive testing, including functional, performance, and security testing, conducted
* AI-driven defect detection and real-time alerts validated for accuracy
All identified issues are documented and resolved

9. Feature is Tested Against Acceptance Criteria

* Acceptance criteria defined for auto. Detection, reporting, and stakeholder notifications
* Any deviations documented and justified

10. Feature Ok-ed by Product Owner

* Product Owner has reviewed and approved the implemented feature
* Any feedback or requested changes addressed before closure

11. Refactoring Completed

* Code refactoring follows AI model optimization and data pipeline efficiency guidelines
* Improvements enhance system performance and maintainability

12. Any Configuration or Build Changes Documented

* Changes to configuration files documented for real-time monitoring, AI analytics, and cloud deployment
* Build process changes documented and communicated to the DevOps team

13. Documentation Updated

* Technical documentation, API references, and architecture diagrams updated
* User guides and training materials revised for seamless adoption

14. Peer Code Review Performed

* Code reviews are documented, and AI model validation results shared
* Feedback from AI engineers, backend developers, and UI/UX designers addressed

**Document 2- Product Vision**

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| **Scrum Project Name** | **CoGence – AI-Based Construction Management System** |
| **Venue** | Mumbai, India |   |
| **Date** | **Start Time:** 27-11-2024 | **End Time**: 30-08-2025 |
| **Duration** | 9 Months |   |
| **Client** | XYZ Constructions Pvt. Ltd. |
| **Stakeholder List:** |   |   |
| **Project Stakeholders** | **Business Stakeholders** | **3rd Party Stakeholders** |
| Business Analyst (BA) | Project Manager | Auditors |
| Project Manager | Business Owner | Legal Team |
| Development Team | Business Sponsor | Outsourced Developers/Consultants |
| Tech Expert (AI & Cloud Specialist) | Operations Team | Technology Vendors |
| Testing Team | Subject Matter Expert (SME) – Construction Monitoring | Hardware Manufacturers (Cloud Infrastructure, IoT Sensors, etc.) |
| Operations (IT, Data Management, and Training) |   |   |
| UI/UX Designer |   |   |
| **Scrum Team** |   |   |
| **Role** | **Team Member** |   |
| **Scrum Master** | Priya |   |
| **Product Owner** | Rohit |   |
| **Scrum Developer 1** | Arjun |   |
| **Scrum Developer 2** | Sneha |   |
| **Scrum Developer 3** | Vikram |   |
| **Scrum Developer 4** | Parul |   |
| **UI Designer** | Ananya |   |
| **Tester** | Manish |   |
| **Business Analyst** | Ashay P |   |

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| **Vision** | To revolutionize construction site monitoring and defect detection using an AI-powered platform that enables real-time tracking, automated anomaly detection, and quality control for construction projects. |
| **Target Audience** | **Needs** | **Product** | **Value** |
| Real-time project trackingAutomated defect detectionRemote access and centralized reportingCompliance monitoring | Reduce manual inspections and errorsInstant visibility into site updatesImprove defect identification accuracyMonitor projects from anywhereAutomate compliance reports | Detect construction defects in real-timeIdentify safety and quality issues earlyRemote monitoring and collaborationStreamline compliance and progress tracking | Defect Identification Time by Reduce by 50%Project Delays & Rework Costs: Reduce by 30-40%Stakeholder Transparency: 100% real-time data accessDefect Detection Accuracy: Improve to 99%+Digitization of Workflows: Automate 95% of manual processes |

**Document 3: User stories**

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| **User story No: 1** | **Tasks: 1** | **Priority: HIGH** |
| **Value statement:**AS A USER,I WANT TO LOGINSO THAT I CAN VIEW MY ID |
| **BV: 500** | **CP: 1** |
| **Acceptance criteria:**

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|  1 | User can enter personal details like username, email, and password |

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|  2 | The system validates the email format and password strength |

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|  3 | User receives a confirmation email upon successful registration |

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|  4 | Users can log in using registered credentials |

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|  5 | Upon login, the user is redirected to dashboard displaying project updates |

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| **User story No: 2** | **Tasks: 2** | **Priority: HIGH** |
| **Value statement:**

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| AS A | Construction Site Manager |

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| I WANT TO | Detect and report construction defects in real-time |

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| SO THAT I CAN | Ensure quality control and minimize project delays |

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| **BV: 20** | **CP: 2** |
| **Acceptance criteria:**

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| 1 | Input fields for capturing defect details (e.g., type, location, severity) |

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| 2 | AI system automatically detects and classifies defects from site data |

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| 3 | Display a real-time list of detected defects with timestamps and locations |

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| 4 | Generate an automated report summarizing defect insights |

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| **User story No: 3** | **Tasks: 3** | **Priority: MEDIUM** |
| **Value statement:**AS A Project Stakeholder (e.g., Site Manager, Quality Inspector),I WANT TO view details of a specific construction project,SO THAT I CAN make an informed decision regarding project progress and quality. |
| **BV: 120** | **CP: 3** |
| **Acceptance criteria:*** Display project schedule, including key milestones and deadlines.
* Show construction progress updates with percentage completion.
* Provide detailed defect reports and resolution status.
* Display resource availability, including materials and workforce allocation.
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| **User story No: 4** | **Tasks: 2** | **Priority: MEDIUM** |
| **Value statement:**AS A REGISTERD USER,I WANT TO LOGIN TO MY ACCOUNTSO THAT I CAN ACCESS MY BOOKING HISTORY AND PREFERENCES |
| **BV: 500** | **CP: 8** |
| **Acceptance criteria:**Enter valid credentials to log in.View personalized dashboard. |
| **User story No: 4** | **Tasks: 4** | **Priority: MEDIUM** |
| **Value statement:**AS A REGISTERED USER (e.g., Project Manager, Site Engineer),I WANT TO LOGIN TO MY ACCOUNTSO THAT I CAN ACCESS MY PROJECTS, TRACK PROGRESS, AND MANAGE RESOURCES |
| **BV: 120** | **CP: 5** |
| * **Acceptance criteria:**
* Enter valid credentials to log in.
* View personalized dashboard with project status, progress tracking, and resource management tools.
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| **User story No: 5** | **Tasks: 5** | **Priority: MEDIUM** |
| **Value statement:**As A User (e.g., Project Stakeholder, Site Manager),I Want to Select a Construction Project and View Its DetailsSo That I Can Make an Informed Decision. |
| **BV: 200** | **CP: 13** |
| **Acceptance criteria:**Click On a Specific Construction Project to View Its Details (e.g., Project Schedule, Progress, Defects, Resource Allocation). |

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| **User story No: 6** | **Tasks: 2** | **Priority: HIGH** |
| **Value statement:**As A Project Stakeholder (e.g., Site Manager, Project Owner),I Want to Book Resources (e.g., Workforce, Equipment) For A Specific Construction ProjectSo That I Can Ensure Availability and Secure the Necessary Resources. |
| **BV: 500** | **CP: 21** |
| * **Acceptance criteria:**
* Select construction project, resources, and required quantity.
* Provide resource details (e.g., worker skills, equipment type) and confirm allocation.
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| **User story No: 7** | **Tasks: 7** | **Priority: HIGH** |
| **Value statement:**As An Admin,I Want to Add New Construction Projects to The SystemSo That Stakeholders Can Track and Manage New Projects Effectively. |
| **BV: 100** | **CP: 8** |
| **Acceptance criteria:**Admin login with appropriate permissions.Construction project details form with validation (e.g., project name, schedule, budget, milestones). |

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| **User story No: 8** | **Tasks: 8** | **Priority: HIGH** |
| **Value statement:**As An Admin, I Want to View and Manage Existing Construction Project SchedulesSo That I Can Update Them If Necessary. |
| **BV: 50** | **CP: 13** |
| **Acceptance criteria:**1. List Of All Construction Projects with Edit and Delete Options.
2. Ability To Update Schedules, Milestones, And Key Project Stops.
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| **User story No: 9** | **Tasks: 9** | **Priority: MEDIUM** |
| **Value statement:**As a project stakeholder, I want to check real-time construction project status so that I can be informed about any delays or issues. |
| **BV: 200** | **CP: 5** |
| **Acceptance criteria:*** Display real-time status updates of construction projects.
* Notify stakeholders about delays, issues, or changes to the schedule.
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| **User story No: 10** | **Tasks: 10** | **Priority: MEDIUM** |
| **Value statement:**As a project stakeholder, I want to view the layout of a specific construction project’s resources and workspace so that I can plan and allocate them efficiently. |
| **BV: 200** | **CP: 8** |
| **Acceptance criteria:*** Display a visual representation of construction project resources (e.g., workforce, equipment, workspace allocation).
* Allow resource allocation or selection based on availability.
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| **User story No: 11** | **Tasks: 11** | **Priority: MEDIUM** |
| **Value statement:**As a project stakeholder, I want to receive email or SMS notifications about project milestones and updates so that I can stay informed and ensure smooth project execution. |
| **BV: 500** | **CP: 2** |
| **Acceptance criteria:*** Allow users to opt-in for notifications during project setup or registration.
* Send reminders about upcoming milestones or deadlines a day before and on the day of the event.
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| **User story No: 12** | **Tasks: 2** | **Priority: HIGH** |
| **Value statement:**As an admin, I want to generate reports on construction project progress and resource usage so that I can make data-driven decisions. |
| **BV: 200** | **CP: 13** |
| **Acceptance criteria:*** Provide a reporting dashboard for admins to view project metrics.
* Include filters for specific time periods, milestones, and resource allocation.
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| **User story No: 13** | **Tasks: 13** | **Priority: MEDIUM** |
| **Value statement:**As a project stakeholder, I want to provide feedback on the construction process and progress so that the service can be improved. |
| **BV: 20** | **CP: 13** |
| **Acceptance criteria:*** Feedback forms are accessible from the user's dashboard.
* Allow users to rate different aspects of the construction project (e.g., progress, resource management, communication).
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| **User story No: 14** | **Tasks: 14** | **Priority: MEDIUM** |
| **Value statement:**As an admin, I want to respond to project stakeholder feedback so that I can address concerns and improve project management. |
| **BV: 200** | **CP: 8** |
| **Acceptance criteria:**1. Admin dashboard with a section for reviewing and responding to feedback.
2. Notify stakeholders about admin responses and actions taken.
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| **User story No: 15** | **Tasks: 15** | **Priority: HIGH** |
| **Value statement:**As a project stakeholder, I want to book resources for a group of team members working on the same construction project so that we can ensure resource allocation is streamlined and efficient |
| **BV: 150** | **CP: 21** |
| **Acceptance criteria:**1. Select group booking option for project resources (e.g., team members, equipment).
2. Ensure adjacent or required resources are allocated together as per the project’s needs.
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| **User story No: 16** | **Tasks: 16** | **Priority: HIGH** |
| **Value statement:**As an admin, I want to set up and manage construction project-related promotions or offers so that we can attract more contractors or partners during off-peak project times. |
| **BV: 200** | **CP: 21** |
| **Acceptance criteria:*** Admin interface for creating and managing project promotions or resource offers.
* Define promotion periods, conditions, and eligible participants (e.g., contractors, suppliers).
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| **User story No: 17** | **Tasks: 17** | **Priority: MEDIUM** |
| **Value statement:**As a project stakeholder, I want to view the available amenities and resources on a specific construction site so that I can plan the project work accordingly. |
| **BV: 20** | **CP: 3** |
| **Acceptance criteria:**1. Display a list of available resources and amenities for each construction site (e.g., equipment, workforce, utilities).
2. Include information on resource availability, site facilities, etc.
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| **User story No: 18** | **Tasks: 18** | **Priority: HIGH** |
| **Value statement:**As a project stakeholder, I want to have a mobile-friendly interface for viewing and managing construction project data so that I can make updates and track progress on the go. |
| **BV: 150** | **CP: 34** |
| **Acceptance criteria:**1. Responsive design for various devices (smartphones, tablets).
2. Easy navigation and access to key project information on mobile screens.
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| **User story No: 19** | **Tasks: 19** | **Priority: MEDIUM** |
| **Value statement:**As a project stakeholder, I want to have the option to schedule and manage return site visits or check-ins so that I can plan the entire project monitoring process efficiently |
| **BV: 200** | **CP: 34** |
| **Acceptance criteria:**1. Option to schedule return visits or project checks during initial project planning.
2. Choose return date, time, and necessary resources for the follow-up visit.
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| **User story No: 20** | **Tasks: 20** | **Priority: MEDIUM** |
| **Value statement:**As a construction site manager,I want to view a 3D virtual model of the construction site,so that I can remotely monitor progress and identify any issues easily. |
| **BV: 200** | **CP: 2** |
| **Acceptance criteria:*** The platform provides an interactive, navigable 3D model of the construction site.
* The model reflects real-time updates of the work completed on site, with measurable dimensions.
* The site manager can zoom in, rotate, and explore various areas of the construction site remotely through the virtual model.
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| **User story No: 21** | **Tasks: 21** | **Priority: MEDIUM** |
| **Value statement:**As a passenger,I want to have the option to purchase travel insurance along with my ticket,so that I can ensure coverage for unexpected events. |
| **BV: 20** | **CP: 34** |
| **Acceptance criteria:**1. Travel insurance is offered as an optional add-on during the booking process.
2. Clear and detailed information about coverage and terms is provided to the passenger before purchase.
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| **User story No: 22** | **Tasks: 22** | **Priority: MEDIUM** |
| **Value statement:**As a construction site manager,I want to receive automatic notifications for detected defects and anomalies,so that I can take immediate action to resolve issues and maintain high quality and safety standards. |
| **BV: 150** | **CP: 8** |
| **Acceptance criteria:*** The system automatically detects defects such as cracks, honeycombs, and blistering through real-time point cloud data scans.
* Automatic notifications are sent to the personnel concerned with details of the defect (location, type, and severity).
* The notification is delivered in real time, allowing for quick remediation and minimizing potential delays.
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| **User story No: 23** | **Tasks: 23** | **Priority: MEDIUM** |
| **Value statement:**As a user,I want to have a multi-language support option,so that I can use the system in my preferred language |
| **BV: 500** | **CP: 13** |
| **Acceptance criteria:*** A language selection option is available in the user profile settings.
* The system interface elements (buttons, menus, labels) are translated based on the user’s selected language preference.
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| **User story No: 24** | **Tasks: 24** | **Priority: HIGH** |
| **Value statement:**As a construction site manager,I want to receive notifications about detected construction anomalies or defects,so that I can take immediate action to address issues and ensure the project stays on track. |
| **BV: 200** | **CP: 2** |
| **Acceptance criteria:**1. Push notifications are sent to mobile devices when anomalies such as cracks, honeycombs, or blistering are detected via real-time point cloud data scans.
2. Email notifications are sent to relevant personnel (e.g., supervisors, quality managers) when defects are detected, provided they have opted in for updates.
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| **User story No: 25** | **Tasks: 25** | **Priority: HIGH** |
| **Value statement:**As an admin,I want to set up and manage a quality reporting system for construction defects,so that we can ensure accurate and real-time tracking of defects for effective resolution and project monitoring. |
| **BV: 200** | **CP: 5** |
| **Acceptance criteria:*** The admin can configure defect categories (e.g., cracks, honeycombs, blistering) for automatic detection through point cloud data scans.
* A detailed quality report is generated and made available in real-time, listing detected defects, their severity, and location for review by relevant personnel.
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| **User story No: 26** | **Tasks: 26** | **Priority: MEDIUM** |
| **Value statement:**As a construction site manager,I want to view real-time progress and occupancy status of different work zones on the construction site,so that I can make informed decisions on resource allocation and optimize site operations. |
| **BV: 200** | **CP: 13** |
| **Acceptance criteria:*** Display a graphical representation of occupancy and progress for different work zones on the construction site.
* Provide information on which zones are currently active, crowded, or have available capacity, to assist with efficient resource management.
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| **User story No: 27** | **Tasks: 27** | **Priority: MEDIUM** |
| As a construction site manager,I want to change the assigned work zones or tasks before the project begins,so that I can accommodate changes in the project schedule or plan adjustments. |
| **BV: 200** | **CP: 5** |
| **Acceptance criteria:*** Allow work zone or task reassignment through the manager's dashboard.
* Notify the manager about any potential adjustments to resources or scheduling costs related to the changes.
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| **User story No: 28** | **Tasks: 28** | **Priority: MEDIUM** |
| **Value statement:**As a construction site manager,I want to view and download detailed construction progress reports,so that I can keep a record and share it with the team for better planning and tracking. |
| **BV: 200** | **CP: 8** |
| **Acceptance criteria:*** Display a downloadable report with detailed information about the project’s progress, detected defects, and corrective actions.
* The report includes key details such as completed work, anomalies detected, and scheduled updates.
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| **User story No: 29** | **Tasks: 29** | **Priority: HIGH** |
| **Value statement:**As a construction site manager,I want to cancel or reschedule assigned tasks and receive updated project timelines,so that I can manage project changes effectively and minimize delays. |
| **BV: 500** | **CP: 13** |
| * **Acceptance criteria:**
* Provide an option to cancel or reschedule tasks through the project management interface.
* Updated project timelines and task assignments should be automatically generated based on the changes, following project constraints and resources.
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| **User story No: 30** | **Tasks: 30** | **Priority: MEDIUM** |
| **Value statement:**As a user,I want to sign up for an account,so that I can manage my construction site monitoring preferences and receive updates. |
| **BV: 200** | **CP: 5** |
| **Acceptance criteria:*** Provide a registration form that collects necessary details (name, email, role, etc.).
* Send a confirmation email to the user for account activation and verification.
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| **User story No: 31** | **Tasks: 31** | **Priority: MEDIUM** |
| **Value statement:**As a user,I want to log in to my account,so that I can access my construction project monitoring history and manage ongoing tasks. |
| **BV: 200** | **CP: 34** |
| **Acceptance criteria:*** Provide secure login functionality with username and password.
* Display a history of detected defects, tasks, and project progress on the user's dashboard.
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| **User story No: 32** | **Tasks: 32** | **Priority: MEDIUM** |
| **Value statement:**As a user,I want to reset my password if I forget it,so that I can regain access to my construction site monitoring account. |
| **BV: 50** | **CP: 89** |
| **Acceptance criteria:*** Provide a "Forgot Password" link on the login page.
* Send a password reset email with clear instructions for the user to follow and regain access.
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| **User story No: 33** | **Tasks: 33** | **Priority: HIGH** |
| **Value statement:**As an admin,I want to view and manage user accounts,so that we can ensure system security and compliance with organizational standards. |
| **BV: 500** | **CP: 8** |
| **Acceptance criteria:**1. Provide an admin interface displaying user account details (name, role, status, etc.).
2. Allow the admin to suspend or deactivate user accounts, if necessary, with proper logging of actions taken.
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| **User story No: 34** | **Tasks: 34** | **Priority: MEDIUM** |
| **Value statement:**As a construction site manager,I want to have a chat support option for assistance during the project monitoring process,so that I can get real-time help with any issues or questions.SO THAT I CAN GET REAL TIME HELP  |
| **BV: 200** | **CP: 2** |
| **Acceptance criteria:*** Chat support is available during project monitoring hours.
* Connect site managers with support representatives for immediate assistance regarding any defects, anomalies, or platform issues.
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| **User story No: 35** | **Tasks: 35** | **Priority: HIGH** |
| **Value statement:**As an admin,I want to generate and export financial reports for accounting purposes,so that I can track revenue and expenses related to construction projects. |
| **BV: 150** | **CP: 5** |
| **Acceptance criteria:*** Provide an admin dashboard with tools to generate financial reports, including revenue, expenses, and budget tracking.
* Allow export options for various financial reports in formats such as PDF, Excel, or CSV.
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| **User story No: 36** | **Tasks: 36** | **Priority: MEDIUM** |
| **Value statement:**As a construction site manager, I want to view the project's phases and key milestones on a timeline, so that I can better understand progress and make informed decisions. |
| **BV: 50** | **CP: 13** |
| **Acceptance criteria:*** Display a visual timeline with the project's phases and major milestones.
* Provide additional details about each milestone, including expected dates and current progress.
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| **User story No: 37** | **Tasks: 37** | **Priority: HIGH** |
| **Value statement:**As a construction site manager,I want to share the project timeline and defect reports with team members,so that they can track progress and collaborate more effectively. |
| **BV: 50** | **CP: 21** |
| **Acceptance criteria:*** Generate a shareable link or code for the project timeline and defect reports.
* Allow team members to view real-time updates on project status and defects detected on-site.
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| **User story No: 38** | **Tasks: 38** | **Priority: MEDIUM** |
| **Value statement:**As an admin,I want to set up and manage seasonal promotions for construction-related services,so that we can attract more clients or contractors during specific periods of the year. |
| **BV: 200** | **CP: 8** |
| **Acceptance criteria:**1. Provide an admin interface for creating and managing seasonal promotions, including discount rates or special offers.
2. Allow the admin to define promotion periods, terms, and conditions for each offer.
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| **User story No: 39** | **Tasks: 39** | **Priority: MEDIUM** |
| **Value statement:**As a construction site manager,I want to provide accessibility preferences for workers and site visitors,so that everyone can have a comfortable and safe experience on-site. |
| **BV: 20** | **CP: 5** |
| **Acceptance criteria:**1. Include options for workers with special accessibility needs, such as designated zones or equipment.
2. Ensure the availability of accessible paths, equipment, and facilities on the construction site.
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| **User story No: 40** | **Tasks: 40** | **Priority: MEDIUM** |
| **Value statement:**As a user,I want to view and download electronic receipts for my construction project-related expenses,so that I have a record for reimbursement or tax purposes. |
| **BV: 200** | **CP: 21** |
| **Acceptance criteria:*** Display a downloadable electronic receipt for each project-related expense or booking.
* Include relevant details on the receipt, such as the project name, cost breakdown, and date, for reimbursement or tax purposes.
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**Document 4: Agile PO Experience**

Cogence Agile PO Experience

As the Product Owner (PO) for Cogence, an AI-based construction monitoring software, my role was to oversee the product's development and ensure that it met market needs and aligned with the goals of the construction industry. Below, I’ll share my experience and responsibilities as a PO for Cogence and how I managed the product's lifecycle using Agile methodologies.

Responsibilities of PO in a Project

Market Analysis

In my role, one of the key responsibilities was conducting market analysis. I assessed the construction industry’s current state, identifying the challenges Cogence could address, such as construction anomalies, defect detection, and safety compliance. By evaluating both current trends and competitor solutions, I was able to refine the product to provide unique value — particularly focusing on the automation of site inspections, real-time monitoring, and reporting features.

Enterprise Analysis

For enterprise analysis, my focus was on identifying business opportunities where Cogence could make a significant impact. I collaborated closely with stakeholders to determine how our AI and real-time data analytics could optimize project efficiency, reduce defects, and ensure better compliance with safety regulations. This helped me define strategic goals for the product and align features that contributed to those goals.

Product Vision and Roadmap

I created the product vision for Cogence to reflect its goal of transforming construction site monitoring through AI-powered defect detection, 3D virtual modeling, and seamless reporting tools. My product roadmap detailed how we could achieve this vision, breaking it down into clear phases such as launching our MVP, collecting user feedback, iterating on features, and continuously improving the system.

Managing Product Features

Managing product features was an exciting challenge. I prioritized key features like:

* Market Research & User Research: I consistently gathered feedback from construction managers, workers, and project stakeholders to ensure our features met their needs.
* Idea Management: I collected and analyzed feature ideas, ensuring that the most valuable and innovative solutions were prioritized.
* Technical Specifications: I worked closely with developers to define the technical requirements for each feature.
* Road Mapping: I set clear timelines for feature releases, ensuring that we launched core features first.
* Prioritization: As new features were suggested, I prioritized them based on customer value, business impact, and technical feasibility.
* MVP Release and Customer Feedback: The MVP release of Cogence helped us gather real-world feedback, allowing us to continuously iterate and enhance the product.

**Managing Product Backlog**

Managing the product backlog was crucial for keeping the development process focused and aligned with business goals.

* I regularly reviewed and prioritized backlog tasks, ensuring that features like real-time defect detection and progress tracking were at the top of the list.
* I also categorized backlog items into short-term and long-term tasks and ensured we focused on features that provided the most value.
* Feedback implementation was key, so I always ensured that any changes or refinements based on user feedback were added to the backlog.

Managing Overall Iteration Progress

Each iteration was an opportunity for the development team to make tangible progress toward the product goals. My role in managing iteration progress involved:

* Setting iteration goals that align with business priorities (e.g., defect detection, report generation).
* Estimating user stories to ensure tasks were achievable within the sprint timeframe.
* Planning steps and managing capacity to ensure that each sprint was efficient, realistic, and met the expectations set at the beginning of the cycle.

**Sprint Meetings and My Experience**

1. Sprint Planning Meeting:
The sprint planning meeting was critical for defining the scope of work for each sprint. As the PO, I worked closely with the development team to ensure we selected the most important features (such as AI defect detection) and defined user stories clearly so the team could execute them within the sprint.

2. Daily Scrum Meeting:
In the daily scrum, I listened to team updates on progress, blockers, and any issues that arose. While I wasn’t involved in day-to-day development, my role was to remove any obstacles preventing the team from moving forward.

3. Sprint Review Meeting:
At the end of the sprint, we presented the work done to stakeholders, customers, and sometimes even users. This allowed me to gather direct feedback that helped us fine-tune the product. If something didn’t meet expectations, I adjusted the product backlog based on this feedback.

4. Sprint Retrospective Meeting:
The retrospective was an opportunity for the team to reflect on the sprint and identify areas for improvement. I actively participated by sharing feedback and working with the team to optimize our development processes for better efficiency in the next sprint.

5. Backlog Refinement Meeting:
During these meetings, the development team and I looked at the remaining items in the backlog, prioritized them, and decided on the scope for the next sprint. This ensured that the most critical features were worked on first, and any unnecessary items were removed.

User Stories Creation for Cogence

Creating user stories for Cogence was an essential part of my role as PO. Here’s how I structured them:

User Story Format:

1. User Story
*As a construction site manager,*
*I want to receive automatic notifications for defects detected on-site,*
*so that I can take immediate action and prevent delays in the project.*
2. Tasks:
	* Implement a notification system that triggers when a defect is detected.
	* Ensure the system notifies the right personnel (project managers, supervisors) with detailed defect information.
	* Enable push notifications and emails for real-time updates.
3. Priority:
	* High Priority: Critical for on-time project delivery and safety compliance.
4. Acceptance Criteria:
	* Notifications are triggered automatically when a defect is detected.
	* Defect details (location, severity, and type) are included in the notification.
	* Relevant personnel receive real-time notifications via both mobile and email.
5. Business Value:
	* High Business Value: Prevents costly delays and improves the overall quality of the project.
6. Complexity Points:
	* 8 Points: Medium complexity requires integration with real-time data monitoring systems.

My Learnings from Scrum

Working as a Product Owner for Cogence was an incredibly valuable experience. I learned a great deal about how to manage sprints, collaborate effectively with teams, and keep the project aligned with both user needs and business goals. Some key learnings include:

* How to manage and prioritize backlogs based on customer feedback and market demands.
* The importance of iteration meetings such as sprint planning, retrospectives, and reviews to keep the team focused and the product on track.
* The significance of clear user stories to ensure that everyone, from the developers to the stakeholders, understood what we were trying to build and why it mattered.
* Agile methodologies helped me refine the product vision and ensure that each iteration brought us closer to delivering a high-quality, user-centric AI tool for construction project monitoring.

Through this experience, I gained a deep understanding of the construction industry’s needs and how to bridge those needs with cutting-edge AI solutions to deliver real-time, actionable insights for defect detection, progress tracking, and project management.

**Document 5:**

**Product and sprint backlog and product and sprint burndown charts**

Product Backlog for Cogence

The Product Backlog for Cogence includes a list of features, changes, bug fixes, and enhancements that need to be implemented to deliver value to users and achieve project goals. Each backlog item is defined in a user story format and is prioritized based on business value (BV), complexity points (CP), and the expected sprint for delivery.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **User Story ID** | **User Story** | **Tasks** | **Priority** | **BV** | **CP** | **Sprint** |
| US01 | As a user, I want to login so that I can view my ID | Design login UI, Implement user authentication, Test login functionality | High | 500 | 1 | Sprint 1 |
| US02 | As a construction site manager, I want to detect and report construction defects in real-time so that I can ensure quality control and minimize project delays | Design defect detection interface, Implement real-time defect reporting, Test defect reporting functionality | High | 20 | 2 | Sprint 2 |
| US03 | As a project stakeholder, I want to view details of a specific construction project, so that I can make an informed decision regarding project progress and quality | Design project detail page UI, Implement project detail display, Test project detail functionality | Medium | 120 | 3 | Sprint 3 |
| US04 | As a registered user, I want to login to my account so that I can access my booking history and preferences | Design login UI, Implement user authentication, Test login functionality | Medium | 500 | 8 | Sprint 1 |
| US05 | As a user (e.g., project stakeholder, site manager), I want to select a construction project and view its details so that I can make an informed decision | Design project selection interface, Implement project detail display, Test project selection functionality | Medium | 200 | 13 | Sprint 5 |
| US06 | As a project stakeholder, I want to book resources for a specific construction project so that I can ensure availability and secure the necessary resources | Design resource booking UI, Implement resource booking logic, Test resource booking functionality | High | 500 | 21 | Sprint 2 |
| US07 | As an admin, I want to add new construction projects to the system so that stakeholders can track and manage new projects effectively | Design project creation UI, Implement project addition logic, Test project creation functionality | High | 100 | 8 | Sprint 3 |
| US08 | As an admin, I want to view and manage existing construction project schedules so that I can update them if necessary | Design project schedule management UI, Implement schedule update functionality, Test schedule management | High | 50 | 13 | Sprint 4 |
| US09 | As a project stakeholder, I want to check real-time construction project status so that I can be informed about any delays or issues | Design project status display UI, Implement real-time status tracking, Test real-time status updates | Medium | 200 | 5 | Sprint 3 |
| US10 | As a project stakeholder, I want to view the layout of a specific construction project’s resources and workspace so that I can plan and allocate them efficiently | Design project layout display UI, Implement resource and workspace layout, Test layout functionality | Medium | 200 | 8 | Sprint 3 |
| US11 | As a project stakeholder, I want to receive email or SMS notifications about project milestones and updates so that I can stay informed and ensure smooth project execution | Implement email/SMS notification system, Integrate with project milestone updates, Test notification functionality | Medium | 500 | 2 | Sprint 4 |
| US12 | As an admin, I want to generate reports on construction project progress and resource usage so that I can make data-driven decisions | Design report generation UI, Implement report generation logic, Test report functionality | High | 200 | 13 | Sprint 2 |
| US13 | As a project stakeholder, I want to provide feedback on the construction process and progress so that the service can be improved | Design feedback submission UI, Implement feedback submission logic, Test feedback functionality | Medium | 20 | 13 | Sprint 2 |
| US14 | As an admin, I want to respond to project stakeholder feedback so that I can address concerns and improve project management | Design feedback response interface, Implement feedback response functionality, Test feedback management system | Medium | 200 | 8 | Sprint 4 |
| US15 | As a project stakeholder, I want to book resources for a group of team members working on the same construction project so that we can ensure resource allocation is streamlined and efficient | Design group resource booking UI, Implement group booking logic, Test group resource booking functionality | High | 150 | 21 | Sprint 4 |
| US16 | As an admin, I want to set up and manage construction project-related promotions or offers so that we can attract more contractors or partners during off-peak project times | Design promotion setup UI, Implement promotion management functionality, Test promotion management system | High | 200 | 21 | Sprint 5 |
| US17 | As a project stakeholder, I want to view the available amenities and resources on a specific construction site so that I can plan the project work accordingly | Design amenities and resources display UI, Implement resource listing functionality, Test resource availability display | Medium | 20 | 3 | Sprint 5 |
| US18 | As a project stakeholder, I want to have a mobile-friendly interface for viewing and managing construction project data so that I can make updates and track progress on the go | Design mobile-friendly UI, Implement responsive design, Test mobile interface functionality | High | 150 | 34 | Sprint 4 |
| US19 | As a project stakeholder, I want to have the option to schedule and manage return site visits or check-ins so that I can plan the entire project monitoring process efficiently | Design site visit scheduling UI, Implement visit management functionality, Test scheduling and check-in system | Medium | 200 | 34 | Sprint 4 |
| US20 | As a construction site manager, I want to view a 3D virtual model of the construction site, so that I can remotely monitor progress and identify any issues easily | Design 3D virtual model display, Implement 3D rendering logic, Test 3D model functionality | Medium | 200 | 2 | Sprint 5 |
| US21 | As a passenger, I want to have the option to purchase travel insurance along with my ticket, so that I can ensure coverage for unexpected events. | Design insurance purchase UI, Implement insurance selection functionality, Test insurance purchase system | Medium | 20 | 34 | Sprint 5 |
| US22 | As a construction site manager, I want to receive automatic notifications for detected defects and anomalies, so that I can take immediate action to resolve issues and maintain high quality and safety standards. | Implement defect detection system, Set up automatic notification system, Test automatic notifications | Medium | 150 | 8 | Sprint 5 |
| US23 | As a user, I want to have a multi-language support option, so that I can use the system in my preferred language. | Design language selection UI, Implement language switching functionality, Test multi-language support | Medium | 500 | 13 | Sprint 5 |
| US24 | As a construction site manager, I want to receive notifications about detected construction anomalies or defects, so that I can take immediate action to address issues and ensure the project stays on track. | Design notification system, Implement defect alert system, Test notification functionality | High | 200 | 2 | Sprint 2 |
| US25 | As an admin, I want to set up and manage a quality reporting system for construction defects, so that we can ensure accurate and real-time tracking of defects for effective resolution and project monitoring. | Design quality reporting interface, Implement defect tracking system, Test quality report generation | High | 200 | 5 | Sprint 2 |
| US26 | As a construction site manager, I want to view real-time progress and occupancy status of different work zones on the construction site, so that I can make informed decisions on resource allocation and optimize site operations. | Design progress and occupancy display, Implement real-time progress tracking, Test resource status display | Medium | 200 | 13 | Sprint 2 |
| US27 | As a construction site manager, I want to change the assigned work zones or tasks before the project begins, so that I can accommodate changes in the project schedule or plan adjustments. | Design task reassignment interface, Implement task reassignment functionality, Test task reassignment system | Medium | 200 | 5 | Sprint 2 |
| US28 | As a construction site manager, I want to view and download detailed construction progress reports, so that I can keep a record and share it with the team for better planning and tracking. | Design report download interface, Implement progress report generation, Test report functionality | Medium | 200 | 8 | Sprint 1 |
| US29 | As a construction site manager, I want to cancel or reschedule assigned tasks and receive updated project timelines, so that I can manage project changes effectively and minimize delays. | Design task cancellation UI, Implement rescheduling functionality, Test task management system | High | 500 | 13 | Sprint 1 |
| US30 | As a user, I want to sign up for an account, so that I can manage my construction site monitoring preferences and receive updates. | Design registration form UI, Implement account creation functionality, Test sign-up process | Medium | 200 | 5 | Sprint 1 |
| US31 | As a user, I want to log in to my account, so that I can access my construction project monitoring history and manage ongoing tasks. | Design login page UI, Implement secure login functionality, Test login system | Medium | 200 | 34 | Sprint 1 |
| US32 | As a user, I want to reset my password if I forget it, so that I can regain access to my construction site monitoring account. | Design password reset interface, Implement password reset logic, Test password recovery system | Medium | 50 | 89 | Sprint 1 |
| US33 | As an admin, I want to view and manage user accounts, so that we can ensure system security and compliance with organizational standards. | Design admin user management UI, Implement user account management functionality, Test user management system | High | 500 | 8 | Sprint 2 |
| US34 | As a construction site manager, I want to have a chat support option for assistance during the project monitoring process, so that I can get real-time help with any issues or questions. | Design chat support UI, Implement chat functionality, Test chat system | Medium | 200 | 2 | Sprint 2 |
| US35 | As an admin, I want to generate and export financial reports for accounting purposes, so that I can track revenue and expenses related to construction projects. | Design financial report generation UI, Implement export options (PDF, Excel, CSV), Test report export functionality | High | 150 | 5 | Sprint 2 |
| US36 | As a construction site manager, I want to view the project's phases and key milestones on a timeline, so that I can better understand progress and make informed decisions. | Design timeline view UI, Implement milestone tracking, Test timeline and milestone functionality | Medium | 50 | 13 | Sprint 2 |
| US37 | As a construction site manager, I want to share the project timeline and defect reports with team members, so that they can track progress and collaborate more effectively. | Design sharing options for timeline and defect reports, Implement sharing functionality, Test sharing system | High | 50 | 21 | Sprint 2 |
| US38 | As an admin, I want to set up and manage seasonal promotions for construction-related services, so that we can attract more clients or contractors during specific periods of the year. | Design promotion setup UI, Implement promotion configuration functionality, Test promotion management system | Medium | 200 | 8 | Sprint 2 |
| US39 | As a construction site manager, I want to provide accessibility preferences for workers and site visitors, so that everyone can have a comfortable and safe experience on-site. | Design accessibility settings interface, Implement accessibility preferences, Test accessibility options | Medium | 20 | 5 | Sprint 2 |
| US40 | As a user, I want to view and download electronic receipts for my construction project-related expenses, so that I have a record for reimbursement or tax purposes. | Design receipt display UI, Implement receipt download functionality, Test receipt system | Medium | 200 | 21 | Sprint 5 |

**Sprint backlog:**

The Sprint Backlog is composed of the [Sprint Goal](https://www.scrum.org/node/66948) (why), the set of Product Backlog items selected for the Sprint (what), as well as an actionable plan for delivering the Increment (how).

The Sprint Backlog is a plan by and for the Developers. It is a highly visible, real-time picture of the work that the Developers plan to accomplish during the Sprint to achieve the Sprint Goal. Consequently, the Sprint Backlog is updated throughout the Sprint as more is learned. It should have enough detail that they can inspect their progress in the Daily Scrum.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **User Story ID** | **User Story** | **Tasks** | **Owner** | **Status** | **Estimated Effort (Story Points)** |
| **US01** | As a user, I want to sign up so that I can create a new account in Cogence. | - Design and implement the sign-up page. | John | Done | 6 |
| - Validate and store user registration information. |
| - Connect UI and backend for sign-up functionality. |
| **US02** | As a user, I want to log in so that I can access my construction projects. | - Create login page UI. | Mary | Done | 8 |
| - Implement backend authentication logic. |
| - Integrate frontend with backend for login functionality. |
| **US03** | As a user, I want to recover my password so that I can regain access to my account in Cogence. | - Implement password recovery functionality. | Alex | Pending | 5 |
| - Design and implement password recovery UI. |
| - Implement security measures for password recovery. |
| **US04** | As a project manager, I want to view my project dashboard so that I can track progress and manage tasks. | - Create project dashboard UI. | Sarah | Pending | 6 |
| - Integrate project progress data. |
| - Display key project information (budget, timeline, etc.). |
| **US05** | As a user, I want to log out so that I can securely end my session. | - Implement logout functionality. | Chris | Done | 7 |
| - Add the logout option in the UI. |
| - Ensure user session is properly terminated. |
| **US06** | As a user, I want to view the status of construction tasks so that I can track the progress. | - Design task tracking page. | Emily | Done | 5 |
| - Integrate with task data to show status and progress. |
| - Display project-related tasks in real-time. |
| **US07** | As a user, I want to assign tasks to team members so that I can manage project workflows. | - Implement task assignment UI. | Kevin | Done | 8 |
| - Integrate task assignment functionality with backend. |
| - Allow users to edit assigned tasks. |
| **US08** | As a project manager, I want to view project timelines so that I can plan and allocate resources effectively. | - Create project timeline UI. | Jessica | Pending | 5 |
| - Display project milestones and deadlines. |
| - Integrate backend data to show real-time progress. |
| **US09** | As a user, I want to receive notifications for project updates so that I can stay informed. | - Design notification system for project updates. | Ajay | Done | 4 |
| - Integrate real-time notifications. |
| - Ensure notifications are sent for critical project events. |
| **US10** | As a user, I want to access the Cogence platform from my mobile device so that I can manage projects on the go. | - Implement responsive design for mobile interface. | Gautham | Done | 6 |
| - Ensure the platform is compatible with mobile devices. |
| - Test mobile version for usability. |

**Product burndown Chart**

A product burndown chart shows how much work remains for the entire project, whereas a sprint burndown chart shows how much work remains in a specific iteration. A product burndown chart collects a larger amount of data.



***(Live CoGence Product Burndown chart with higher sprints for change incorporation)***

**Sprint burndown Chart**

It can be used to track the total work remaining in the sprint, and to project the likelihood of achieving the sprint goal. By tracking the remaining work throughout the sprint, a team can manage its progress and respond to trends accordingly.

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**Document 6: Sprint meetings**

**Sprint Planning meeting**

|  |  |
| --- | --- |
| **Date** | 02-02-2025 |
| **Time** | 11.00 am to 01.00 pm |
| **Location** | Mumbai |
| **Prepared By** | Ashay Pillewan |
| **Attendees** | Arun | Scrum Master |
| Vijay | Product Owner |
| Anita | Dev 1 |
| Ankita | Dev 2 |
| Ashay  | BA |
| Rohit | UI Designer |
| Pawan | Tester |

**Agenda Topics**

|  |  |  |
| --- | --- | --- |
| **Topic** | **Presenter** | **Time Allotted** |
| **Scopes** | Ashay (BA) | 11:00 am to 11:15 am |
| **Strategy & Planning** | Scrum Master (Arun), Business Analyst (Ashay), Product Owner (Vijay) | 11:15 am to 11:30 am |
| **Resource Management** | Scrum Master (Arun) | 11:30 am to 11:50 am |
| **Billing & Invoices** | Business Analyst (Ashay) | 11:50 am to 12:00 pm |
| **General Discussion (GD)** | Product Owner (Vijay) | 12:00 pm to 01:00 pm |

**Other Information**

|  |  |
| --- | --- |
| **Category** | **Details** |
| **Observers** | Tester team, SME |
| **Resources** | **Manpower**: Business stakeholder from XYZ, BA, Developer 1, Developer 2, Another project team |
|   | **Time**: 1 year |
|   | **Budget**: Rs. 1 crore |
|   | **Other**: Database, Internet, Past transaction history, Reports |
| **Special Notes** | Clients would be onboard virtually from the Legacy tool |

**Sprint review meeting**

|  |  |
| --- | --- |
| **Category** | **Details** |
| **Date** | 2nd Feb 2025 |
| **Time** | 11.00 am to 1.00 pm |
| **Location** | Mumbai |
| **Prepared By** | Ashay |
| **Attendees** | **Name** |
|   | Arun – Scrum Master |
|   | Vijay – PO |
|   | Anita – Dev 01 |
|   | Ankita – Dev 02 |
|   | Ashay – BA |
|   | Rohit – UI Designer |
|   | Pawan - Tester |

|  |  |  |  |
| --- | --- | --- | --- |
| **Sprint Status** | **Things to Demo** | **Quick Updates** | **What’s Next** |
| **Sprint 1: Done** | User authentication, Project dashboard, Task management, Reporting | All key features are enabled, initial testing completed | Deploy to staging environment, further testing |
| **Sprint 2: In Progress** | Resource allocation, Task scheduling, Cost tracking | UI improvements, API integrations ongoing | Focus on finalizing reporting features and full integration testing |
| **Sprint 3: Upcoming** | Collaboration tools, Mobile app integration, Project timelines | Preparing for backend optimization, UX refinements | Continuing backend improvements, start user training modules |

**Sprint retrospective meeting**

|  |  |
| --- | --- |
| **Date:** 2nd February 2025 |   |
| **Time:** 11.00 am to 1.00 pm |   |
| **Location:** Mumbai |   |
| **Prepared By:** Ashay |   |
| **Attendees:** |   |
| **Name** | **Designation** |
| Arun | Scrum Master |
| Vijay | Product Owner |
| Anita | Developer 1 |
| Ankita | Developer 2 |
| Ashay | Business Analyst |
| Rohit | UI Designer |
| Pawan | Tester |

|  |  |  |  |
| --- | --- | --- | --- |
| **What went well** | **What didn’t go well** | **Questions** | **Reference** |
| - All the sprint backlog covered on time. | - Issue encountered with the approval module code. | - Clarification on UAT completion. | - SME, PO |
| - Sign-off taken for the first iteration. | - UAT and unit testing are not yet fully completed. | - Update on testing status. |   |

**Daily Stand-up Meeting**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Question** | **Name/Role** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| **What did you do yesterday?** | Developer 1 | Worked on login page | Completed login page | Login page completed | Completed searching page | Search option completed |
|   | Developer 2 | Worked on login page | Completed login page | Login page completed | Completed searching page | Search option completed |
|   | Developer 3 | Worked on login page | Completed login page | Login page completed | Completed searching page | Search option completed |
| **What will you do today?** | Developer 1 | Complete login page | Re-coding login errors | Code on search train | Re-coding error codes | Booking tickets option |
|   | Developer 2 | Complete login page | Re-coding login errors | Code on search train | Re-coding error codes | Booking tickets option |
|   | Developer 3 | Complete login page | Re-coding login errors | Code on search train | Re-coding error codes | Booking tickets option |
| **What (if any) is blocking your progress?** | Developer 1 | Few bugs | No blockers | Few bugs | No blockers | Few bugs |
|   | Developer 2 | No blockers | No blockers | No blockers | No blockers | No blockers |
|   | Developer 3 | Few bugs | No blockers | Few bugs | No blockers | Few bugs |