

## Agile Project

Submitted by: Pratik Jagtap

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# Online Shopping Application

The telephone agent uses an order registry and customer catalog to obtain access to an order & a customer respectively.

The order registry uses an order number as a qualifier to select particular order instance. A customer catalog uses customer name and phone number as a qualifier to select particular customer.

The attributes of an order are the order numbers and time when it is placed. The order consists of many items.

An item has item number, a quantity, unit price. It also has reference to catalog item which represents listing.

When an order is cancelled or committed, it cancels or commits each of its items first.

When an order's total price method is invoked, the order calls the total price method of each of items and returns the sum.

### **Valid Considerations:**

Inclusion: Customer provides his/her details online before placing an order.

### **Agile Documents –**

Document 1: Definition of Done

Document 2- Product Vision

Document 3: User stories

Document 4: Agile PO Experience

Document 5: Product and sprint backlog and product and sprint burndown charts

Document 6: Sprint meetings

## Document 1: Definition of Done

The **Definition of Done (DoD)** ensures that a user story or task is completed according to project standards and quality requirements. The following checklist must be fulfilled before considering any feature or functionality as "Done":

1. **Produced Code for Presumed Functionalities:**
  - The development team has written and committed code implementing the intended functionalities as described in the user stories.
2. **Assumptions of User Story Met:**
  - The developed feature aligns with the business requirements and satisfies all conditions outlined in the user story.
3. **Project Builds Without Errors:**
  - The application compiles successfully without build-time errors, ensuring that the integration of new code does not break the system.
4. **Unit Tests Written and Passing:**
  - Unit tests are implemented to validate the functionality of the code, and all tests pass without failures.
5. **Project Deployed on the Test Environment Identical to Production Platform:**
  - The application is deployed in a test environment that mimics the production setup to ensure stability and reliability.
6. **Tests on Devices/Browsers Listed in the Project Assumptions Passed:**
  - The application has been tested on all required devices and browsers, ensuring cross-compatibility.
7. **Feature Ok-ed by UX Designer:**
  - The UX designer has reviewed and approved the feature, confirming that the user interface and experience meet design expectations.
8. **QA Performed & Issues Resolved:**
  - Quality Assurance (QA) testing is completed, and all identified issues have been logged, addressed, and verified.
9. **Feature is Tested Against Acceptance Criteria:**
  - The feature has been tested to confirm compliance with the acceptance criteria defined in the user story.
10. **Feature Ok-ed by Product Owner:**
  - The Product Owner has reviewed and approved the feature as per business requirements.
11. **Refactoring Completed:**
  - Any necessary code improvements have been implemented to enhance maintainability, readability, and efficiency.
12. **Any Configuration or Build Changes Documented:**
  - Any configuration updates, environment settings, or build-related changes are properly documented.

**13. Documentation Updated:**

- All relevant documents, including user guides, API documentation, and technical notes, are updated.

**14. Peer Code Review Performed:**

- The code has been reviewed by peers, ensuring adherence to coding standards, best practices, and security guidelines.

## Document 2- Product Vision

Scrum Project Name:	Online Shopping Application		
Venue:	[To be decided]		
Date:	Start time:	End Time:	Duration:
Client:	Mr. ABC		
Stakeholder List:	<ul style="list-style-type: none"><li>• Business Owner (Client)</li><li>• Customers (End Users)</li><li>• Telephone Agents</li><li>• Scrum Team (Product Owner, Scrum Master, Developers, QA Testers)</li><li>• Database Administrators</li><li>• UI/UX Designers</li><li>• Network &amp; Security Team</li><li>• Customer Support Team</li></ul>		
Scrum Team			
Scrum Master:	Mr. XYZ		
Product owner:	Mr. PQR		
Scrum Developer 1:	Mr. LMN		
Scrum Developer 2:	Mr. POL		
Scrum Developer 3:	Mr. KST		
Scrum Developer 4:	Mr. MSP		
Scrum Developer 5:	Mr. MNO		

**Vision:** To develop an Online Shopping Platform that improves order tracking, customer management, and automated price calculations, allowing businesses to manage customer orders efficiently and providing customers with a seamless shopping experience.

Target Group	Needs	Product	Value
<ul style="list-style-type: none"> <li>• <b>Customers</b> looking for an easy-to-use online shopping system.</li> <li>• <b>Telephone Agents</b> who need a structured and automated order processing system.</li> <li>• <b>Business Owners</b> aiming to scale and optimize order management.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Customers:</b> Require an intuitive platform for placing, tracking, and managing orders without relying on telephone agents.</li> <li>• <b>Agents:</b> Need fast and structured order retrieval using order numbers and a customer catalog based on names and phone numbers.</li> <li>• <b>Business Owners:</b> Seek an automated, scalable, and secure order management solution.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>An Online Shopping Platform with:</b> <ol style="list-style-type: none"> <li>1. Customer Registration &amp; Profile Management</li> <li>2. Order Registry &amp; Tracking System</li> <li>3. Secure Customer Data Storage &amp; Searchability</li> <li>4. Automated Order Calculations &amp; Modifications (Cancellation &amp; Commitment)</li> <li>5. Real-Time Data Access for Orders &amp; Customers</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>For Customers:</b> Faster, more convenient shopping experience with order tracking.</li> <li>• <b>For Businesses:</b> Increased efficiency, better order management, and reduced manual errors.</li> <li>• <b>For Agents:</b> Easier access to order and customer details, minimizing workload.</li> <li>• <b>Business Model:</b> Scalable platform capable of handling an increasing number of users, ensuring future growth and expansion.</li> </ul>

### Document 3: User stories

<b>User story No: 1</b>	<b>Tasks: 2</b>	<b>Priority: High</b>
<b>Value statement:</b> As a new user, I want to register on the platform So that I can place orders and track my purchases		
<b>BV: 1000</b>	<b>CP: 8</b>	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"><li>1. The system should allow users to enter their name, phone number, and address.</li><li>2. Users should receive a confirmation email/SMS upon successful registration.</li></ol>		

<b>User story No: 2</b>	<b>Tasks: 2</b>	<b>Priority: High</b>
<b>Value statement:</b> As a registered user, I want to log in to my account So that I can place and track my orders.		
<b>BV: 1000</b>	<b>CP: 5</b>	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"><li>1. Users must log in using their phone number and password.</li><li>2. Incorrect credentials should prompt an error message.</li></ol>		

<b>User story No: 3</b>	<b>Tasks: 3</b>	<b>Priority: High</b>
<b>Value statement:</b> As a customer, I want to place an order online So that I can buy products conveniently.		
<b>BV: 1000</b>	<b>CP: 13</b>	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"><li>1. Customers can select multiple items with quantity and unit price.</li><li>2. The system should generate a unique order number.</li><li>3. Users should receive an order confirmation message.</li></ol>		

User story No: 4	Tasks: 2	Priority: Medium
<b>Value statement:</b> As a customer, I want to cancel my order So that I can modify or remove unnecessary items.		
BV:	CP: 8	
<b>Acceptance criteria:</b> <div><div>1.</div><div>Users should be able to cancel an order before it is processed.</div></div> <div><div>2.</div><div>Users should receive a cancellation confirmation.</div></div>		

User story No: 5	Tasks: 3	Priority: High
<b>Value statement:</b> As a customer, I want to track my order status So that I can know when to expect delivery.		
BV: 1000	CP: 13	
<b>Acceptance criteria:</b> 1. Users should see order status updates (Processing, Shipped, Delivered). 2. Customers should receive email/SMS notifications for status changes. 3. Orders should have a unique tracking number.		

User story No: 6	Tasks: 2	Priority: Medium
<b>Value statement:</b> As a telephone agent, I want to search for customer details So that I can assist them with orders.		
BV: 500	CP: 8	
<b>Acceptance criteria:</b> <div><div>1.</div><div>Agents should be able to search customers using name and phone number.</div></div> <div><div>2.</div><div>The system should display customer details and order history.</div></div>		

<b>User story No: 7</b>	<b>Tasks: 2</b>	<b>Priority: Medium</b>
<b>Value statement:</b> As a telephone agent, I want to retrieve orders using order numbers So that I can assist customers with their purchases.		
<b>BV: 500</b>	<b>CP: 8</b>	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"> <li>1. Agents should enter an order number to view order details.</li> <li>2. The system should display itemized order details, total price, and status.</li> </ol>		

<b>User story No: 8</b>	<b>Tasks: 2</b>	<b>Priority: High</b>
<b>Value statement:</b> As a customer, I want to see the total price of my order So that I can review my purchase before checkout.		
<b>BV: 1000</b>	<b>CP: 5</b>	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"> <li>1. The system should sum up the unit price * quantity for all items in an order.</li> <li>2. The total price should update dynamically when items are added or removed.</li> </ol>		

<b>User story No: 9</b>	<b>Tasks: 3</b>	<b>Priority: High</b>
<b>Value statement:</b> As a system administrator, I want to ensure customer data is stored securely So that I can protect sensitive information.		
<b>BV: 1000</b>	<b>CP: 20</b>	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"> <li>1. Customer details should be encrypted before storage.</li> <li>2. Unauthorized users should not access customer information.</li> <li>3. The system should comply with data protection regulations.</li> </ol>		

<b>User story No:10</b>	<b>Tasks: 2</b>	<b>Priority: Low</b>
<b>Value statement:</b> As a customer, I want to receive notifications about my orders So that I stay informed about order status updates.		
<b>BV: 100</b>	<b>CP: 3</b>	
<b>Acceptance criteria:</b>		

1. Customers should receive notifications for order confirmation, dispatch, and delivery.
2. Messages should be clear and include relevant order details.

User story No: 11	Tasks: 3	Priority: High
<b>Value statement:</b> As a customer, I want to search for products So that I can quickly find what I need.		
BV: 1000	CP: 10	
<b>Acceptance criteria:</b> Users should be able to search products by name, category, and brand. The system should display relevant search results with images and prices. Users should be able to filter and sort search results.		

User story No: 12	Tasks: 2	Priority: High
Value statement: As a customer, I want to browse products by category So that I can explore available options easily		
BV: 1000	CP: 6	
Acceptance criteria: 1. Products should be grouped into categories 2. Users should be able to navigate through categories easily.		

User story No: 13	Tasks: 3	Priority: High
<b>Value statement:</b> As a customer, I want to view product details So that I can make an informed purchasing decision		
BV: 1000	CP: 9	
<b>Acceptance criteria:</b> <div><div>1.</div><div>Each product should have a detailed page with a description, price, and specifications.</div></div> <div><div>2.</div><div>Users should be able to see product images and availability status.</div></div> <div><div>3.</div><div>The system should allow customers to add items to the cart from the product page.</div></div>		

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<b>User story No: 14</b>	<b>Tasks: 3</b>	<b>Priority: High</b>
<b>Value statement:</b> As a customer, I want to add products to a cart So that I can review them before purchasing.		
<b>BV: 1000</b>	<b>CP: 8</b>	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"><li>1. Users should be able to add, update, and remove items from the cart.</li><li>2. The cart should display the total cost dynamically.</li><li>3. The cart should be accessible from all pages.</li></ol>		

<b>User story No: 15</b>	<b>Tasks: 3</b>	<b>Priority: High</b>
<b>Value statement:</b> As a customer, I want a smooth checkout process So that I can complete my order quickly		
<b>BV: 1000</b>	<b>CP: 12</b>	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"><li>1. Users should be able to review order details before confirming.</li><li>2. The system should prompt users for delivery and payment details.</li><li>3. Users should receive an order confirmation after checkout.</li></ol>		

<b>User story No: 16</b>	<b>Tasks: 4</b>	<b>Priority: High</b>
<b>Value statement:</b> As a customer, I want to pay online securely So that I can complete my purchase without hassle		
<b>BV: 1000</b>	<b>CP: 15</b>	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"><li>1. The system should support multiple payment options (Credit/Debit Cards, UPI, Net Banking).</li><li>2. Payment details should be encrypted and processed securely.</li><li>3. Users should receive a payment confirmation upon successful transaction.</li></ol>		

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<b>User story No: 17</b>	<b>Tasks: 3</b>	<b>Priority: Medium</b>
<b>Value statement:</b> As a customer, I want to apply discount codes So that I can get the best deals		
<b>BV: 800</b>	<b>CP: 10</b>	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"><li>1. Users should be able to enter promo codes at checkout.</li><li>2. The system should validate and apply discounts correctly.</li><li>3. Discounted prices should be reflected in the order summary.</li></ol>		

<b>User story No: 18</b>	<b>Tasks: 3</b>	<b>Priority: Medium</b>
<b>Value statement:</b> As a customer, I want to leave reviews and ratings So that I can share my experience with other users.		
<b>BV: 800</b>	<b>CP: 10</b>	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"><li>1. Registered users should be able to submit product reviews.</li><li>2. The system should display average ratings on product pages.</li><li>3. Reviews should be moderated before being published.</li></ol>		

<b>User story No: 19</b>	<b>Tasks: 2</b>	<b>Priority: Low</b>
<b>Value statement:</b> As a customer, I want to save items to a wish list So that I can buy them later.		
<b>BV: 500</b>	<b>CP: 6</b>	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"><li>1. Users should be able to add/remove items to/from their wish list.</li><li>2. The wish list should persist across sessions.</li></ol>		

User story No: 20	Tasks: 3	Priority: Medium
<b>Value statement:</b> As a user, I want to access the platform in my preferred language So that I can navigate comfortably.		
BV: 700	CP: 12	
<b>Acceptance criteria:</b> <div><div>1.</div><div>Users should be able to choose their preferred language.</div></div> <div><div>2.</div><div>The interface should support multiple regional languages.</div></div> <div><div>3.</div><div>Translations should be accurate and contextually appropriate.</div></div>		

User story No: 21	Tasks: 3	Priority: High
<b>Value statement:</b> As a seller, I want to list my products, so that customers can purchase them online.		
BV: 1000	CP: 13	
<b>Acceptance criteria:</b> 1. Sellers should add product name, description, images, and price. 2. The system should validate product details before listing.		

User story No: 22	Tasks: 2	Priority: Medium
<b>Value statement:</b> As a customer, I want to filter and search for products, so that I can find what I need quickly.		
BV: 500	CP: 8	
<b>Acceptance criteria:</b> 1. The system should allow searching by name, category, and price. 2. Filters should be applicable based on relevance.		

<b>User story No: 23</b>	<b>Tasks: 3</b>	<b>Priority: High</b>
<b>Value statement:</b> As a system administrator, I want to monitor system performance, so that I can ensure uptime.		

<b>BV:</b> 1000	<b>CP:</b> 20
<b>Acceptance criteria:</b> <ol style="list-style-type: none"> <li>1. The system should generate performance metrics.</li> <li>2. Admins should receive alerts for downtime issues.</li> </ol>	

<b>User story No:</b> 24	<b>Tasks:</b> 2	<b>Priority:</b> Medium
<b>Value statement:</b> As a customer, I want to update my profile details, so that I can manage my account information.		
<b>BV:</b> 500	<b>CP:</b> 5	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"> <li>1. Users should update name, phone number, and address.</li> <li>2. Changes should reflect immediately.</li> </ol>		

<b>User story No:</b> 25	<b>Tasks:</b> 2	<b>Priority:</b> Low
<b>Value statement:</b> As a customer, I want to delete my account, so that I can remove my personal data.		
<b>BV:</b> 100	<b>CP:</b> 5	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"> <li>1. Users should request account deletion.</li> <li>2. The system should remove personal data securely.</li> </ol>		

<b>User story No:</b> 26	<b>Tasks:</b> 3	<b>Priority:</b> High
<b>Value statement:</b> As a customer, I want to receive promotional offers, so that I can save money on my purchases.		
<b>BV:</b> 1000	<b>CP:</b> 8	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"> <li>1. Users should opt in for promotional emails/SMS.</li> <li>2. The system should apply valid discounts automatically.</li> </ol>		

<b>User story No:</b> 27	<b>Tasks:</b> 2	<b>Priority:</b> Medium
<b>Value statement:</b> As a seller, I want to manage product returns,		

so that I can process refunds efficiently.	
<b>BV: 500</b>	<b>CP: 8</b>
<b>Acceptance criteria:</b> <ol style="list-style-type: none"> <li>1. The system should track return requests.</li> <li>2. Refunds should be processed based on return status.</li> </ol>	

<b>User story No: 28</b>	<b>Tasks: 2</b>	<b>Priority: High</b>
<b>Value statement:</b> As a delivery agent, I want to update order delivery status, so that customers stay informed.		
<b>BV: 1000</b>	<b>CP: 5</b>	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"> <li>1. Agents should mark orders as delivered.</li> <li>2. Customers should receive a delivery confirmation.</li> </ol>		

<b>User story No: 29</b>	<b>Tasks: 2</b>	<b>Priority: Medium</b>
<b>Value statement:</b> As a customer, I want to schedule deliveries, so that I receive my order at a convenient time.		
<b>BV: 500</b>	<b>CP: 8</b>	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"> <li>1. Users should select delivery slots.</li> <li>2. The system should validate available time slots.</li> </ol>		

<b>User story No: 30</b>	<b>Tasks: 3</b>	<b>Priority: High</b>
<b>Value statement:</b> As a system administrator, I want to prevent fraudulent transactions, so that I can secure the platform.		
<b>BV: 1000</b>	<b>CP: 20</b>	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"> <li>1. The system should detect suspicious activities.</li> <li>2. Admins should receive alerts for flagged transactions.</li> </ol>		

User story No: 31	Tasks: 2	Priority: Low
<b>Value statement:</b> As a customer, I want to save multiple addresses, so that I can choose where to receive my orders.		
BV: 100	CP: 5	
<b>Acceptance criteria:</b> 1. Users should add, edit, or delete addresses. 2. The system should save multiple addresses per account.		

User story No: 32	Tasks: 3	Priority: High
<b>Value statement:</b> As a seller, I want to receive customer feedback, so that I can improve my service.		
BV: 1000	CP: 8	
<b>Acceptance criteria:</b> <div><div>1.</div><div>The system should allow feedback submissions.</div></div> <div><div>2.</div><div>Sellers should access feedback reports.</div></div>		

User story No: 33	Tasks: 2	Priority: Medium
<b>Value statement:</b> As a customer, I want to reorder previous purchases, so that I can save time.		
BV: 500	CP: 5	
<b>Acceptance criteria:</b> 1. Users should view past orders. 2. The system should allow quick reordering of items.		

User story No: 34	Tasks: 2	Priority: High
<b>Value statement:</b> As a system administrator, I want to ensure GDPR compliance, so that I protect user privacy.		
BV: 500	CP: 13	
<b>Acceptance criteria:</b>		

1. The system should store and process data securely.
2. Users should have access to their stored data.

User story No: 35	Tasks: 2	Priority: High
<b>Value statement:</b> As a customer, I want to pay using cash on delivery (COD), so that I have flexible payment options.		
BV: 1000	CP: 8	
<b>Acceptance criteria:</b> 1. The system should allow COD selection at checkout. 2. COD should be available only in eligible locations.		

User story No: 36	Tasks: 3	Priority: Medium
<b>Value statement:</b> As a customer, I want to earn loyalty points, so that I can get rewards on future purchases.		
BV: 500	CP: 8	
<b>Acceptance criteria:</b> <div><div>1. Users should earn points based on purchase value.</div><div>2. Points should be redeemable for discounts.</div></div>		

User story No: 37	Tasks: 3	Priority: High
<b>Value statement:</b> As a seller, I want to analyse sales trends, so that I can make better business decisions.		
BV: 1000	CP: 13	
<b>Acceptance criteria:</b> 1. The system should generate graphical sales reports. 2. Sellers should view top-selling products.		

<b>User story No:</b> 38	<b>Tasks:</b> 2	<b>Priority:</b> Low
<b>Value statement:</b> As a customer, I want to be able to report a defective product, so that I can get a replacement.		

<b>BV:</b> 100	<b>CP:</b> 5
<b>Acceptance criteria:</b> <ol style="list-style-type: none"> <li>1. Users should submit defect reports.</li> <li>2. The system should initiate a replacement/refund process.</li> </ol>	

<b>User story No:</b> 39	<b>Tasks:</b> 3	<b>Priority:</b> High
<b>Value statement:</b> As a system administrator, I want to enable two-factor authentication (2FA), so that I enhance account security.		
<b>BV:</b> 1000	<b>CP:</b> 13	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"> <li>1. Users should enable 2FA via SMS or email.</li> <li>2. The system should require 2FA for high-risk logins.</li> </ol>		

<b>User story No:</b> 40	<b>Tasks:</b> 2	<b>Priority:</b> Medium
<b>Value statement:</b> As a customer, I want to chat with support agents, so that I can resolve my issues quickly.		
<b>BV:</b> 500	<b>CP:</b> 8	
<b>Acceptance criteria:</b> <ol style="list-style-type: none"> <li>1. The system should provide live chat support.</li> <li>2. Users should be able to initiate a conversation from their account.</li> </ol>		

## **Document 4: Agile PO Experience**

### **Agile Product Owner (PO) Experience**

#### **1. Role and Responsibilities of a Product Owner**

The Product Owner (PO) in Agile plays a crucial role in ensuring the development team delivers maximum value. Key responsibilities include:

- Defining and managing the product backlog.
- Prioritizing user stories based on Business Value (BV) and Complexity Points (CP).
- Collaborating with stakeholders, developers, and Scrum teams.
- Ensuring user stories are well-defined with clear acceptance criteria.
- Participating in sprint planning, reviews, and retrospectives.
- Making decisions on product increments and releases.
- Aligning product development with business goals and customer needs.

#### **2. Product Backlog Management**

The PO maintains a structured backlog by:

- Creating user stories with clear goals and value.
- Assigning Business Value (BV) using Scrum currency denominations (₹1000, ₹500, ₹100, ₹50, ₹20, ₹10).
- Assigning Complexity Points (CP) using Planning Poker (1, 2, 3, 5, 8, 13, 20, 40, 100, BIG).
- Conducting backlog refinement sessions with stakeholders and developers.
- Removing outdated or irrelevant backlog items.

#### **3. Sprint Planning and Execution**

During sprint planning:

- The PO collaborates with the Scrum team to select user stories based on priority and capacity.
- Provides clarifications on user stories to developers.
- Ensures that each story meets the "Definition of Ready" before execution.
- Assists developers in breaking down complex stories into smaller tasks.

#### **4. User Story Definition and Acceptance Criteria**

Each user story follows the format:

**As a** [user], **I want to** [goal], **so that** [benefit].

- User stories are assigned BV and CP values.
- Acceptance criteria are clearly defined to guide development and testing.

#### **5. Stakeholder Collaboration**

- Conducts regular meetings with stakeholders to gather requirements and feedback.
- Engages in discussions with developers to refine requirements.
- Aligns product vision with market trends and customer expectations.

#### **6. Sprint Review and Retrospective**

- Reviews completed user stories and gathers feedback.
- Ensures sprint goals are met.
- Identifies areas for improvement in the development process.
- Works with the team to enhance future sprints based on feedback.

#### **7. Agile Metrics and Reporting**

- Tracks team velocity using sprint burndown charts.
- Monitors backlog health and ensures timely refinement.
- Analyses completed vs. planned story points.

#### **8. Continuous Improvement**

- Encourages innovation and iterative improvements.
- Conducts workshops and training sessions for Agile best practices.

#### **9. Challenges and Solutions**

##### **Common Challenges:**

- Conflicting stakeholder priorities.
- Unclear or frequently changing requirements.
- Limited development capacity.
- Technical debt and backlog overload.

**Solutions:**

- Prioritization techniques like MoSCoW (Must have, Should have, Could have, Won't have).
- Conducting regular backlog grooming sessions.
- Aligning with stakeholders through transparent communication.
- Ensuring technical debt is addressed in each sprint.

## Document 5: Product and sprint backlog and product and sprint burndown charts

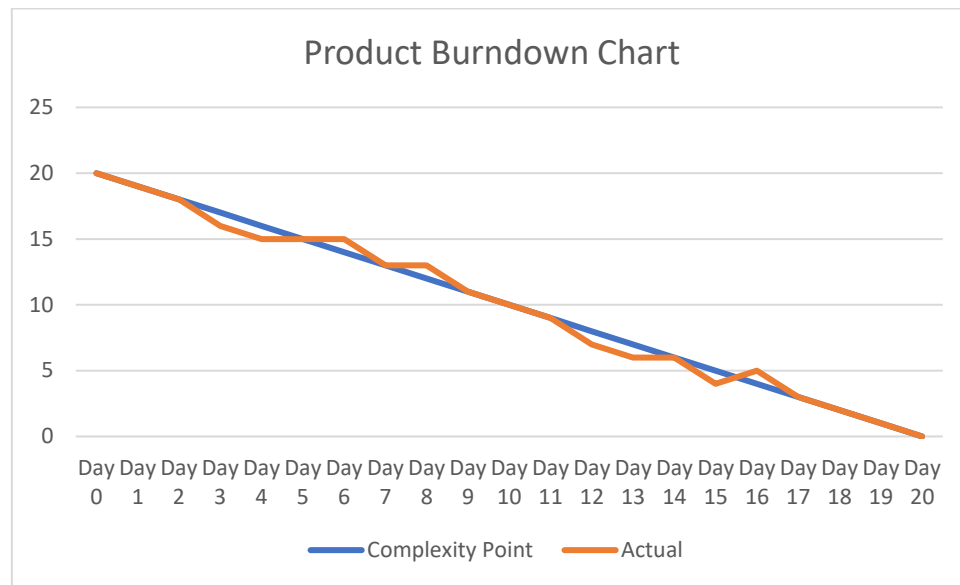
### Product Backlog:

User Story ID	User Story	Tasks	Priority	BV	CP	Sprint
1.	Customer Registration	2	High	₹ 1,000	8	-
2.	Customer Login	2	High	₹ 1,000	5	-
3.	Order Placement	3	High	₹ 1,000	13	-
4.	Order Cancellation	2	Medium	₹ 500	8	-
5.	Order Tracking	3	High	₹ 1,000	13	-
6.	Customer Catalog for Agents	2	Medium	₹ 500	8	-
7.	Order Registry for Agents	2	Medium	₹ 500	8	-
8.	Total Price Calculation	1	High	₹ 1,000	5	-
9.	Secure Customer Data Storage	3	High	₹ 1,000	20	-
10.	Customer Notifications	2	Low	₹ 100	3	-

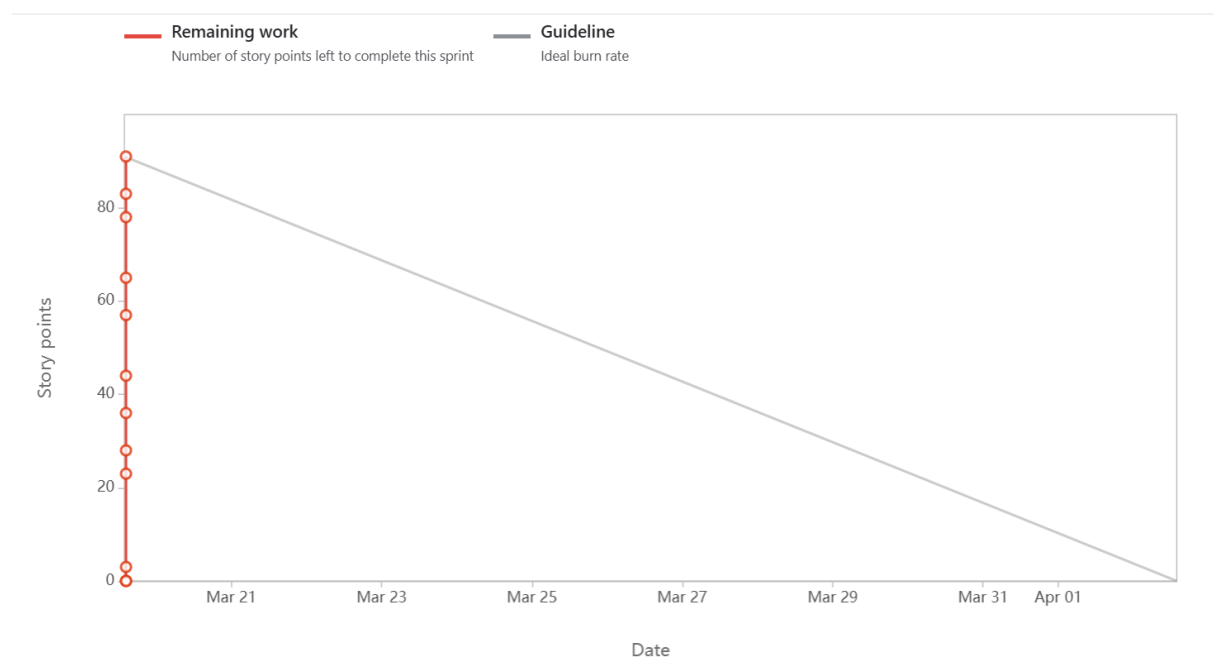
### **Sprint Backlog:**

User Story ID	User Story	Tasks	Owner	Status	Estimated Effort (CP)
1.	Customer Registration	2	Developer A	In Progress	8
2.	Customer Login	2	Developer B	Not Started	5
3.	Order Placement	3	Developer C	Not Started	13
5.	Order Tracking	3	Developer D	Not Started	13
8.	Total Price Calculation	1	Developer E	Not Started	5

## Product Burndown Chart:



## Sprint Burndown Chart:



## Document 6: Sprint meetings

### Meeting Type 1: Sprint Planning meeting

<b>Date</b>	05/01/2025
<b>Time</b>	10:00 AM
<b>Location</b>	Meeting Room
<b>Prepared By</b>	Scrum Master / Product Owner
<b>Attendees</b>	Product Owner, Scrum Master, Development Team, QA Team

### Agenda Topics

<b>Topic</b>	<b>Presenter</b>	<b>Time Allotted</b>
Sprint Goals Review	Product Owner	15 mins
Backlog Prioritization	Scrum Master	20 mins
Task Breakdown	Development Team	30 mins
QA & Testing Strategy	QA Lead	15 mins
Sprint Capacity Planning	Scrum Master	15 mins

### Other Information

<b>Observers</b>	Product Owner (to clarify backlog items)
<b>Resources</b>	Jira, Balsamiq, Visio
<b>Special Notes</b>	Ensure all dependencies are resolved before the sprint begins.

## **Meeting Type 2: Sprint review meeting**

<b>Date</b>	30/01/2025
<b>Time</b>	10:00 AM
<b>Location</b>	Meeting Room
<b>Prepared By</b>	Scrum Master / Product Owner
<b>Attendees</b>	Scrum Master, Product Owner, Development Team, Stakeholders (Clients, Management, End Users)

### **Sprint Status:**

<b>Sprint status</b>	<b>Things to demo</b>	<b>Quick updates</b>	<b>What's next</b>
Sprint 1 Completed	User Registration, Login, Order Placement	Customer registration and login functionalities are working. Minor UI improvements suggested.	Next sprint will focus on Order Tracking and Secure Data Storage

### **Meeting Type 3: Sprint Retrospective Meeting**

<b>Date</b>	2/02/2025
<b>Time</b>	10:00 AM
<b>Location</b>	Meeting Room
<b>Prepared By</b>	Scrum Master
<b>Attendees</b>	Scrum Master, Development Team, Sometimes Product Owner

<b>Agenda</b>	<b>What Went Well</b>	<b>What Didn't Go Well</b>	<b>Questions</b>	<b>Reference</b>
User Login System	Implemented Secure Authentication	Delayed due to API issues	How to improve API response time?	Backend Documentation
Product Page UI	Optimized for mobile devices	Design inconsistencies	Should we test on multiple devices?	UI Guidelines
Payment Module	Successful Transactions	Some payment failures	How to handle failed payments better?	Payment API Docs

### Meeting Type 4: Daily Stand-up Meeting

Question	Name/Role	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
What did you do yesterday?	Developer 1	Worked on Login API	Fixed UI issues	Reviewed code	Integrated with DB	Tested login	N/A	N/A
	Developer 2	Setup Product DB	Created Product Filters	Updated UI	Implemented Search	Performance optimization	N/A	N/A
	Developer 3	Integrated Payment API	Debugged payment issues	Tested transactions	Fixed checkout errors	Deployed fixes	N/A	N/A
What will you do today?	Developer 1	Debug session handling	Improve password recovery	API performance tuning	Review security logs	Finalize auth testing	N/A	N/A
	Developer 2	Optimize queries	Implement sorting features	Finalize category filters	Test UI responsiveness	Deploy changes	N/A	N/A
	Developer 3	Test refund system	Enhance payment logging	Ensure PCI compliance	Final testing	Submit for review	N/A	N/A
What is blocking your progress?	Developer 1	API response delays	N/A	Server issues	N/A	N/A	N/A	N/A
	Developer 2	UI inconsistencies	Awaiting design approval	N/A	N/A	N/A	N/A	N/A
	Developer 3	Payment provider downtime	N/A	N/A	N/A	N/A	N/A	N/A