**Capstone Project 2 – Agile-Scrum**

**Question 1 – Write Agile Manifesto**

Agile Manifesto - The Agile Manifesto is a foundational document for Agile software development. It was created in 2001 by a group of software developers and thought leaders to provide guiding principles and values that prioritize collaboration, adaptability, and delivering high-quality software. The Agile Manifesto reflects a shift from traditional, rigid project management approaches to more flexible and iterative development processes.

The Agile Manifesto outlines four key values:

1. Individuals and Interactions over Processes and Tools - Focus on effective communication and collaboration among team members rather than rigid adherence to predefined processes or reliance on specific tools.
2. Working Software over Comprehensive Documentation - Deliver functional software frequently, prioritizing practical outcomes over exhaustive documentation.
3. Customer Collaboration over Contract Negotiation - Engage customers actively throughout the project to ensure their needs are met, rather than relying solely on pre-defined agreements.
4. Responding to Change over Following a Plan - Embrace and adapt to changes in requirements, even late in development, instead of strictly adhering to a fixed project plan.

The Agile Manifesto is supported by twelve principles:

1. Satisfy the customer through early and continuous delivery of valuable software.
2. Welcome changing requirements, even late in development. Agile process 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 that shorter timescale.
4. Businesspeople and developers must work together daily throughout the project.
5. Build project 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 process promotes 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 enhance 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 adjust its behaviour accordingly.

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

User Stories - A User Story is a concise and simple description of a feature or functionality from the perspective of an end user or customer. It is a key component of Agile development methodologies, helping teams understand what users need and why. User stories are written in plain language and focus on delivering value to the user, guiding the team on what needs to be built.

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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 Username, Password, Nation ID, Mobile No, Email, Address, Phone Number. |
| Click on Register Button. |
| Send Successful Notification to the user |

Example of User Stories are shown below –

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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, |
| Business Rule. Can select only one payment mode |

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| User Story No: 5 | Tasks: 2 | Priority: HIGHEST |
| AS AN ADMIN |
| I WANT TO VIEW THE RESTAURANTS |
| SO THAT I CAN APPROVE THEIR REGISTRATION |
| BV: 500 | CP: 02 |
| ACCEPTANCE CRITERIA |
| List of restaurants, select Restaurants, verify restaurant details, approve |
| button, reject button, notification to the restaurant.  |

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| User Story No: 6 | Tasks: 2 | Priority: LOW |
| AS ACUSTOMER |
| I WANT TO VIEW THE PRICE |
| SO THAT I CAN ORDER THE FOOD |
| BV: 50 | CP: 01 |
| Acceptance Criteria: |
| 1. Display price in the list of menu item |

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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 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: 8 | Tasks: 2 | 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: 9 | Tasks: 2 | Priority: HIGH |
| AS A Business OWNER |
| I WANT TO VIEW RESTAURANT REVENUE REPORT |
| SO THAT I CAN VIEW THE RESTAURANT’S REVENUE |
| BV: 200 | CP: 03 |
| Acceptance Criteria: |
| 1 | Select Reports |
| 2 | Select Revenue Reports |
| 3 | Select to and from date |
| 4 | Select Region (can select all) |
| 5 | Generate Report |
| 6 | 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: |
| 1. | CLICK ON PERFORMANCE OF RESTAURANTS |
| 2. | SELECT FROM DATE TO DATE |
|  3. | CLINCK ON GENERATE REPORT WHICH INCLUSES RESTAURANTS ID, NAME, REVENUE |
| 4. CLICK ON DOWNLOAD REPORT SHOULD BE IN EXCEL |

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| User Story No: 11 | 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: 12 | Tasks: 2 | Priority: MEDIUM |
| AS ADMIN |
| I WANT TO SEE THE REGIONAL REVENUE REPORTS, |
| SO THAT I CAN VIEW THE REGIONAL PERFORMANCE |
| BV: 500 | CP: 02 |
| Acceptance Criteria: |
| View Order, Display List of orders in the tabular Form |

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| User Story No: 13 | 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: 14 | Tasks: 2 | Priority: HIGHEST |
| AS A CUSTOMER, |
| I WANT TO REGISTER IN SCRUM FOODS |
| SO THAT I CAN LOGIN IN SCRUM FOODS APPLICATION |
| BV: 100 | CP: 02 |
| Acceptance Criteria: |
| REGISTRATION SCREEN, Text Boxes for Username, Password, Mobile No, |
| Email, Address, Click on Register Button. Send Successful Notification to |
| the user |

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| User Story No: 15 | Tasks: 2 | Priority: HIGHEST |
| AS A CUSTOMER |
| I WANT TO LOGIN IN SCRUM FOODS |
| SO THAT I CAN USE THE SCRUM FOODS APPLICATION |
| BV: 200 | CP: 04 |
| Acceptance Criteria: |
| Login Screen, Text Boxes for Username, Password, Click on Login Button. |

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| User Story No: 16 | Tasks: 2 | Priority: HIGHEST |
| AS A CUSTOMER |
| I WANT SEARCH OPTION IN SCRUM FOODS APPLICATION |
| SO THAT I CAN SEARCH FOR RESTURANTS TO ORDER FOOD |
| BV: 200 | CP: 04 |
| Acceptance Criteria: Text Boxes for Search Menu, show Restaurant details. Enable Searchoption to display list of restaurants to order foods |
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| User Story No: 17 | Tasks: 2 | Priority: HIGHEST |
| AS A CUSTOMER |
| I WANT TO VIEW RESTURANTS MENU IN SCRUM FOODS APPLICATION |
| SO THAT I CAN SELECT FOOD TO ORDER FROM RESPECTIVE |
| RESTAURANT |
| BV: 500 | CP: 02 |
| Acceptance Criteria: |
| View list of restaurants and Menu cards in Tabular Form. Show available |
| Menu card of Restaurants |

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| User Story No: 18 | Tasks: 2 | Priority: HIGHEST |
| AS A CUSTOMER |
| I WANT TO SELECT FOOD FROM RESTURANTS LISTED IN SCRUM FOODS |
| SO THAT I CAN ORDER FOOD TO ORDER FROM RESPECTIVE |
| RESTAURANT |
| BV: 200 | CP: 04 |
| Acceptance Criteria: |
| Login, show list of available restaurants, Display Menu cards, Enable the |
| customer to select item and place order in application. |

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| User Story No: 19 | Tasks: 3 | Priority: HIGHEST |
| AS A CUSTOMER |
| I WANT TO MAKE ONLINE PAYMENT |
| SO THAT I CAN MAKE ONLINE ADVANCE PAYMENT |
| BV: 500 | CP: 05 |
| Acceptance Criteria: |
| Login, Show Payment options Net banking, UPI Payments, Credit card. |
| Enable the customer to select the mode of payment and proceed with |
| the payment option. |

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| User Story No: 20 | Tasks: 3 | Priority: HIGHEST |
| AS A CUSTOMER |
| I WANT TO HAVE TRACKING OPTION |
| SO THAT I CAN TRACK MY ORDER ONLINE |
| BV: 500 | CP: 05 |
| Acceptance Criteria: |
| Show Status of delivery with the location details, and the expected time |
| of delivery. Enable the customer to track the delivery of placed orders |
| and expected time of delivery. |

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| User Story No: 21 | Tasks: 3 | Priority: HIGHEST |
| AS A CUSTOMER |
| I WANT THE CANCEL OPTION |
| SO THAT I CAN CANCEL THE ORDER IN CASE OF REASON |
| BV: 500 | CP: 04 |
| Acceptance Criteria: |
| Text Box for cancel option, order can be cancelled mentioning the |
| reason of cancellation. Display the status as cancelled and process for |
| refund to customer |

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| User Story No: 22 | Tasks: 2 | Priority: HIGHEST |
| AS A CUSTOMER |
| I WANT THE FEEDBACK OPTION |
| SO THAT I CAN RATE, GIVE FEEDBACK AND GIVE RATINGS |
| BV: 500 | CP: 05 |
| Acceptance Criteria: |
| Text Box for feedback option, option to rate the delivery agent. |

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| User Story No: 23 | Tasks: 3 | Priority: HIGHEST |
| AS A DELIVERY BOY |
| I WANT TO REGISTER |
| SO THAT I CAN ACCEPT THE ORDER AND DELIVERY. |
| BV: 500 | CP: 05 |
| Acceptance Criteria: |
| Text Boxes for Username, Password, Mobile No, Email, Address, Phone |
| Number. Click on Register Button. Send Successful Notification to the |
| user. |

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| User Story No: 24 | Tasks: 3 | Priority: HIGHEST |
| AS A DELIVERY BOY |
| I WANT TO LOGIN IN SCRUM FOODS APPLICTION |
| SO THAT I CAN VIEW AND ACCEPT THE ORDER FOR DELIVERY. |
| BV: 500 | CP: 05 |
| Acceptance Criteria: |
| Text Boxes for Username, Password, Mobile No, Email, Address, Phone |
| Number. Click on Login Button. Send Successful Notification to the user |

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| User Story No: 25 | Tasks: 3 | Priority: HIGHEST |
| AS A DELIVERY BOY |
| I WANT TO UPDATE THE ORDER STATUS |
| SO THAT I CAN VIEW AND UPDATE THE DELIVERY STATUS. |
| BV: 500 | CP: 02 |
| Acceptance Criteria: |
| Text Box for updating of delivery status and feedback. |

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| User Story No: 26 | Tasks: 3 | Priority: HIGHEST |
| AS A DELIVERY BOY |
| I WANT TO UPDATE THE PAYMENT STATUS |
| SO THAT I CAN VIEW AND UPDATE THE PAYMENT STATUS FOR COD |
| BV: 500 | CP: 05 |
| Acceptance Criteria: |
| Text Box for updating of payment status and feedback. |

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| User Story No: 27 | Tasks: 3 | Priority: HIGHEST |
| AS A DELIVERY BOY |
| I WANT TO LOGIN |
| SO THAT I CAN VIEW THE FEEDBACK FOR MY DELIVERY |
| BV: 500 | CP: 05 |
| Acceptance Criteria: |
| Text Boxes for Username, Password, Mobile No, Email, Address, Phone |
| Number. Click on Login Button. Send Successful Notification to the user |
| and access to delivery boy. |

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| User Story No: 28 | Tasks: 2 | Priority: HIGHEST |
| AS A RESTAURANT OWNER |
| I WANT TO VIEW DETAILS |
| SO THAT I CAN VIEW THE LIST OF ORDERS AND RELATED FEEDBACK |
| FROM CUSTOMERS |
| BV: 500 | CP: 05 |
| Acceptance Criteria: |
| Text Boxes for Username, Password, Mobile No, Email, Address, Phone |
| Number. Click on Login Button. Send Successful Notification to the user |
| and access to restaurant owner. |

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| User Story No: 29 | Tasks: 2 | Priority: HIGHEST |
| AS A CUSTOMER |
| I WANT TO PAYMENT |
| SO THAT I CAN VIEW MY ORDERS AND PAYMENTS RECEIPTS |
| BV: 500 | CP: 05 |
| Acceptance Criteria: |
| Text boxes for reports of placed orders and payments |

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| User Story No: 30 | Tasks: 2 | Priority: HIGHEST |
| AS A BUSINESS OWNER |
| I WANT TO RESGISTER |
| SO THAT I CAN LOGIN IN SCRUM FOOD APP |
| BV: 500 | CP: 05 |
| Acceptance Criteria: |
| Text Boxes for Username, Password, Mobile No, Email, Address, |
| Phone Number. Click on Register Button. Send Successful Notification to |
| the user |

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| User Story No: 31 | Tasks: 2 | Priority: HIGHEST |
| AS A BUSINESS OWNER |
| I WANT TO LOGIN |
| SO THAT I CAN UPDATE VIEW ORDERS THE PAYMENTS AND OTHER FOR |
| DETAILS RESTAURANTS. |
| BV: 500 | CP: 05 |
| Acceptance Criteria: |
| Text Boxes for Username, Password, Mobile No, Email, Address, |
| Phone Number. Click on Login Button. Send Successful Notification to |
| the user |

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| User Story No: 32 | Tasks: 2 | Priority: HIGHEST |
| AS An ADMIN |
| I WANT TO LOGIN |
| SO THAT I CAN VIEW THE RESTAURANTS |
| BV: 500 | CP: 05 |
| Acceptance Criteria: |
| Text Boxes for Username, Password, Mobile No, Email, Address, |
| Phone Number. Click on Login Button. Send Successful Notification to |
| the user |

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| User Story No: 33 | Tasks: 2 | Priority: HIGHEST |
| AS An ADMIN |
| I WANT TO VIEW REPORTS |
| SO THAT I CAN VIEW THE REGIONAL REVENUES |
| BV: 500 | CP: 05 |
| Acceptance Criteria: |
| Generate the reports of orders and payment and calculate the revenue. |

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| User Story No: 34 | Tasks: 2 | Priority: HIGHEST |
| AS A CUSTOMER |
| I WANT TO RAISE ISSUES |
| SO THAT I CAN UPDATE THE COMPLAINTS OF DELIVERY AGENTS OR |
| RESTURANTS |
| BV: 500 | CP: 02 |
| Acceptance Criteria: |
| Enable to add comments for customer regarding the ratings or any |
| complaints regarding the delivery boys or restaurants. |

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| User Story No: 35 | Tasks: 2 | Priority: HIGHEST |
| AS A DELIVERY BOY |
| I WANT TO LOGIN |
| SO THAT I CAN VIEW DELIVERIES REPORTS AND REVENUE GENERATED |
| BV: 500 | CP: 05 |
| Acceptance Criteria: |
| Reports generated and View Deliveries report and view revenue |

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| User Story No: 36 | Tasks: 2 | Priority: HIGHEST |
| AS A RESTAURANT OWNER |
| I WANT TO LOGIN |
| SO THAT I CAN UPDATE THE LIST OF FOODS AND AVAILABILITY |
| BV: 500 | CP: 02 |
| Acceptance Criteria: |
| Text Boxes for Username, Password, Mobile No, Email, Address, Phone |
| Number. Click on Register Button. Send Successful Notification to the |
| user, Update the available foods and the status of availability. |

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| User Story No: 37 | Tasks: 2 | Priority: HIGHEST |
| AS A CUSTOMER |
| I WANT TO UPDATE THE ADDRESS |
| SO THAT I CAN UPDATE THE NEW ADDRESS AS CURRENT ADDRESS. |
| BV: 500 | CP: 02 |
| Acceptance Criteria: |
| Modify the Address and set as current location. |

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| User Story No: 38 | Tasks: 2 | Priority: HIGHEST |
| AS An ADMIN |
| I WANT TO ACCESS THE FOOD APP |
| SO THAT I CAN ADD OR DELETE THE DELIVERY BOYS |
| BV: 500 | CP: 02 |
| Acceptance Criteria: |
| User box to update the comments for addition or deletion of the delivery |
| boys. |

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| User Story No: 39 | Tasks: 2 | Priority: HIGHEST |
| AS A REGIONAL ADMIN |
| I WANT TO VIEW REPORTS |
| SO THAT I CAN VIEW REGIONAL REVENUE |
| BV: 500 | CP: 02 |
| Acceptance Criteria: |
| Generate the reports regional wise and view reports |

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| User Story No: 40 | Tasks: 2 | Priority: MEDIUM |
| AS A CUSTOMER |
| I WANT TO VIEW THE ORDER LIST |
| SO THAT I CAN REORDER LAST ORDER |
| BV: 500 | CP: 02 |
| Acceptance Criteria: |
| Display order list and enable user to reorder if order is in the stock |

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

Epic - Epic is the set of user stories or the big user story consisting of number of small user stories to complete the milestone known as Epic. Also, Epic can be said to be the set of user stories completed to achieve one task.

Example of 2 Epics is below –

1. Registration –

AS 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**

Business Value (BV) - Business Value measures the benefit or impact a feature or task delivers to the organization or end users. It focuses on the importance and outcome of completing a task.

Complexity Points (CP) - Complexity Points estimate the effort and technical difficulty required to complete a feature or task. They focus on how challenging it is to implement.

Difference between BV and CP is below –

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| **Aspect** | **Business Value (BV)** | **Complexity Points (CP)** |
| Definition | Measures the benefit or impact atask delivers to the organizationor end user. | Estimates the effort andtechnical difficulty required tocomplete a task. |
| Focus | Value delivered to the businessor user. | Effort and difficulty ofimplementation. |
| Purpose | Helps prioritize tasks based onimportance and impact | Assists in planning andresource allocation |
| Who defines it | Product Owner, stakeholders, orbusiness leaders | Development team duringestimation. |
| Measurement scale | Strategic or numerical scale(e.g., 1–10, 1–100). | Relative sizing (e.g., Fibonacci:1, 2, 3, 5, 8). |
| Examples | Revenue generation,compliance, customersatisfaction. | Technical challenges,unknowns, skill requirements. |
| When used | During prioritization of thebacklog. | During sprint planning orbacklog refinement. |
| Impact on work | Determines what is most valuable to deliver | Influences how much work can be accomplished in a sprint. |
| Key question | "How valuable is this task?" | "How hard is this task tocomplete?" |

**Question 5 – Explain about Sprint**

Sprint - A Sprint is a core component of the Scrum framework, used in Agile software development. It is a time-boxed iteration, usually lasting 1 to 4 weeks, during which a Scrum team works to deliver a potentially shippable product increment. Sprints are designed to provide consistent, repeatable progress toward the project's goals.

Key features –

1. Fixed Time Duration – A Sprint typically lasts between 1 and 4 weeks, depending on the team's preferences and project needs. The duration is consistent throughout the project.

2. Goal Oriented – Each Sprint has a Sprint Goal, which is a clear, achievable objective for that iteration.

3. Incremental Delivery – By the end of the Sprint, the team delivers a working increment of the product, adding value to the overall project.

4. Time boxing – Sprints are time-boxed, meaning they cannot be extended. Any incomplete work is moved to the backlog for future Sprints.

Sprint Activities –

1. Sprint Planning – The team plans the Sprint by selecting items from the Product Backlog to work on and defining the Sprint Goal. Tasks are broken down into smaller, manageable pieces.

2. Daily Scrum (Stand up) – A short meeting to discuss What was done yesterday, what will be done today, Any blocker or issues.

3. Sprint Execution – The development team works collaboratively to complete the tasks committed to during Sprint Planning.

4. Sprint Review – At the end of the Sprint, the team demonstrates the completed work to stakeholders to gather feedback.

5. Sprint Retrospective – The team reflects on the Sprint to identify areas for improvement and discuss what went well, what didn’t, and how to improve in the next Sprint.

Sprint Artifacts –

1. Sprint Backlog – A subset of the Product Backlog that the team commits to completing during the Sprint. Contains tasks and stories selected for the Sprint.

2. Product Increment - The output of the Sprint, which should be a potentially shippable product increment.

Benefits –

1. Focused Work: Encourages teams to work toward clear, short-term goals.

2. Flexibility: Allows for iterative development and adaptation to changing requirements.

3. Transparency: Frequent reviews ensure stakeholders are kept informed of progress.

4. Continuous Improvement: Retrospectives foster an environment of ongoing enhancement in processes and teamwork.

What is sprint Duration: 2 Weeks - Your sprint Value \_\_\_15\_\_\_?

Sprint Duration - Sprint Duration refers to the fixed length of time allocated for a Sprint in the Scrum framework. During this period, a Scrum team works to complete a defined set of tasks or achieve a specific Sprint Goal, producing a potentially shippable product increment by the end.

Sprint Value - Sprint Value refers to the measurable benefit or contribution that a Sprint delivers to the overall project, stakeholders, or end-users. It represents the value created during a Sprint in terms of achieving the Sprint Goal, completing backlog items, and delivering a potentially shippable product increment.

What is scrum Duration: 1 day – Your scrum Value\_\_\_\_7\_\_\_\_?

Scrum Value – Scrum value defines to the topics or the team size or the number we are going to give to any issue or blocker while discussing during the scrum call.

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 |
| Customer Feedback | 3 | 3 | 0 |

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

Product Backlog - The Product Backlog is a key artifact in the Scrum framework, representing a prioritized list of work items that the Scrum team needs to complete to deliver a product or project. It serves as the single source of truth for all the features, enhancements, bug fixes, technical requirements, and other deliverables required to achieve the product's goals.

Key characteristics –

1. Dynamic and Evolving - The Product Backlog is not static; it evolves over time based on changing requirements, market needs, or feedback from stakeholders.

2. Prioritized - Items are ordered by priority, with the most important and valuable items placed at the top. These are usually addressed first in Sprints.

3. Refined - Items in the backlog are regularly refined or "groomed" to ensure they are ready for future Sprints.

4.Owned by the Product Owner - The Product Owner is responsible for maintaining the backlog, ensuring it aligns with the product vision and stakeholder needs.

5. Detailed as Needed - Items near the top (high-priority) are more detailed, while those further down can remain less defined until they approach implementation.

Benefits –

1. Clarity and Focus: Provides a clear roadmap of work to be done.

2. Transparency: Keeps the team and stakeholders aligned on priorities.

3. Flexibility: Adapts to changing requirements or feedback.

4. Facilitates Planning: Helps teams plan Sprints effectively by pulling items from the top.

Example –

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| **Backlog Item** | **Priority** | **Description** | **Effort (Story points)** |
| User authentication | High | Implement loginwith email andpassword. | 8 |
| Password reset | Medium | Enable users to reset theirpassword. | 5 |
| Performance optimization | Low | Improve page load timesunder heavy traffic. | 13 |
| Analytics dashboard | Medium | Build a dashboard fortracking user behaviour. | 8 |

Sprint Backlog - The Sprint Backlog is a key artifact in the Scrum framework that represents a subset of the Product Backlog items selected for a specific Sprint, along with the plan to deliver them. It is the team's working to-do list during the Sprint and includes all tasks required to meet the Sprint Goal.

Key characteristics –

1. Subset of the Product Backlog - The Sprint Backlog is derived from the Product Backlog during Sprint Planning. It contains only the items the team commits to completing during the current Sprint.

2. Owned by the Development Team - The Development Team is responsible for managing and updating the Sprint Backlog throughout the Sprint.

3. Detailed and Clear - Each backlog item is broken into smaller tasks with sufficient detail for the team to understand and work on them.

4. Dynamic but Stable - The Sprint Backlog may evolve slightly as tasks are refined, but the scope of the Sprint Goal should not change.

5. Linked to the Sprint Goal - Every item in the Sprint Backlog contributes directly to achieving the Sprint Goal.

Benefits –

1. Focus: Provides the team with a clear and actionable plan for the Sprint.

2. Transparency: Helps everyone understand what the team is working on, and the progress being made.

3. Adaptability: Allows the team to manage their work dynamically while maintaining alignment with the Sprint Goal.

4. Accountability: Ensures the team takes ownership of their commitments and progress.

Example –

|  |  |  |  |
| --- | --- | --- | --- |
| **Backlog Item** | **Task** | **Status** | **Effort (Hours)** |
| User loginfunctionality | Design login pageUI | In Progress | 5 |
|   | Implement loginAPI | To do | 8 |
|   | Write unit tests forlogin logic | To do | 3 |
| Password reset | Create passwordreset workflow | Done | 6 |
|   | Send email forpassword reset | In Progress | 4 |

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

Impediment Log - An Impediment Log in Agile is a tool or document used to track and manage obstacles, blockers, or issues that hinder the progress of an Agile team during a project. It helps ensure that impediments are identified, prioritized, and addressed promptly to maintain the team's productivity and alignment with the project goals.

Key characteristics –

1. Centralized Tracking - A single place to record and monitor all impediments affecting the team.

2. Transparency - Makes impediments visible to all team members, the Scrum Master, and stakeholders.

3. Prioritization - Impediments are prioritized based on their impact on the Sprint Goal or team performance.

4. Accountability - Each impediment is assigned an owner responsible for resolving it.

5. Dynamic Nature - The log evolves as new impediments are identified, and existing ones are resolved.

Example –

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **ID** | **Description** | **Reported by** | **Impact** | **Owner** | **Status** | **Resolution Date** |
| 001 | Build server is down | Developer A | Cannot test new code | Scrum Master | In progress | NA |
| 002 | Lack of clarity on requirements | Product Owner | Feature development blocked | Product Owner | Resolved | 01-01-2025 |

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

Velocity of the Team - According to Scrum, Inc., Team Velocity is a “Measure of the amount of work a team can tackle during a single sprint and is the key metric in Scrum”. When you complete a sprint, you'll total the points for all fully completed user stories and over time find the average number of points you complete per sprint.

So, Velocity means How many Complexity Points (CP) is covered in this sprint and team has covered 8 CPs hence Velocity of team is 8.

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

Sprint Burn Charts - A Sprint Burn Chart is a visual tool used in Agile project management to track progress within a sprint. It helps teams understand how much work remains and whether they are on track to meet their sprint goals.

Types of Sprint Burn Charts –

1. Sprint Burn Down Chart - Tracks the remaining work overtime during a sprint. Shows a downward slope as tasks are completed. Key goal is to ensure the team is completing tasks at a pace to finish the sprint on time.

2. Sprint Burn Up Chart - Tracks the completed work overtime during a sprint. Shows an upward slope as more tasks are completed. Key goal is to monitor progress toward the sprint's total scope.



Product Burn Down Chart - A Product Burn Down Chart is a visual tool used in Agile project management to track the progress of a project toward completing all the work (usually in the form of user stories or tasks) in the product backlog. It helps teams and stakeholders monitor the remaining work overtime, providing a clear picture of whether the project is on track to meet its deadlines and goals.

**Question 10 – Explain about Product Grooming**

Product Grooming - Product Grooming, also known as Backlog Refinement, is a collaborative Agile practice aimed at preparing and prioritizing the product backlog to ensure that it is well-organized, up-to-date, and ready for upcoming sprints.

The goals include Clarify Requirements, Prioritize Work, Estimate Effort, Remove Obsolete Items, Break Down Large Items.

Benefits of Product Grooming includes Improved Clarity, Smoother Sprint Planning, Increased Productivity, Focus on Value.

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

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 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. The Scrum Master ensures project success, by assisting the product owner and the team in using the right Scrum processes for creating the product and establishing the Agile principles.

Key Responsibilities –

1. Facilitating Scrum Events - Organize and ensure the effectiveness of daily standups, sprint planning, reviews, and retrospectives.
2. Removing Impediments - Identify and resolve any obstacles that may hinder the team's progress.
3. Coaching the Team - Guide the development team in adopting and improving Agile practices. Mentor the team on self-organization and cross-functionality.
4. Promoting Collaboration - Foster communication between team members, the Product Owner, and stakeholders.
5. Shielding the Team - Protect the team from external distractions and interruptions.
6. Ensuring Continuous Improvement - Help the team inspect and adapt processes to improve efficiency and quality.

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. 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 interacts with the users and customers, Stakeholders, the Development team and the Scrum Master to deliver a successful product.

Key Responsibilities –

1. Defining the Vision - Clearly articulate the product's goals and how they align with business objectives.
2. Managing the Product Backlog - Create, refine, and prioritize backlog items. Ensure that backlog items are well-defined, clear, and ready for development.
3. Prioritizing Work - Decide what the team works on next, based on business value, customer needs, and strategic goals.
4. Stakeholder Collaboration - Communicate with stakeholders to gather requirements and share progress. Act as the primary liaison between the team and the business.
5. Acceptance of Work - Define and agree on acceptance criteria for backlog items. Review and accept completed work to ensure it meets requirements.
6. Maximizing Value - Focus on delivering features and functionalities that provide the highest value to customers and the business.

|  |  |  |
| --- | --- | --- |
| **Aspect** | **Scrum Master** | **Product Owner** |
| Focus | Process and team | Product and value |
| Primary Role | Facilitator and coach | Decision-maker and backlog manager |
| Works with | Development team and Product Owner | Stakeholders and Development team |
| Key concern | Ensuring Agile practices are followed | Delivering the most valuable product |
| Authority | No direct authority over the team | Owns the product backlog and priorities |

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**

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

1. 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.
2. Daily Scrum Meeting - From the planning meeting, we move into the daily scrum meetings. Every single day for 15 minutes, the team gathers 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. a. What task did you work in this scrum? b. What task will you work on next scrum? c. Any Challenges/impediments? When will you complete the user story?
3. 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 Means How many CP is covered in this Sprint Burn Down Chart.
4. 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.
5. 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**

Sprint Size - Sprint Size refers to the amount of work that a Scrum team commits to completing during a single sprint. It is typically measured in terms of:

1. Story Points: A relative measure of complexity, effort, or size for backlog items.
2. Hours: The estimated time required to complete tasks.
3. Number of Tasks/User Stories: A count of items the team plans to complete.

Scrum Size - Scrum Size refers to the composition and capacity of the Scrum team, encompassing the number of team members, their roles, and their collective ability to deliver work within a sprint. While there is no strict rule for Scrum team size, certain guidelines exist to ensure efficiency and collaboration.

**Question 14 – Explain DOR and DOD**

**Definition of Ready (DOR)** - Definition of Ready (DOR) is a set of criteria that a user story or product backlog item must meet before it can be considered "ready" for the team to start working on it during a sprint. Essentially, it is a checklist that ensures that the backlog item is sufficiently clear, detailed, and understood by the team so that they can begin development without any ambiguity or uncertainty.

Common criteria for DOR include Clear Acceptance Criteria, Well-Defined User Story, Dependencies Identified, Estimate, Prioritized, No Blockers, Stakeholder Availability.

**Definition of Done (DOD)** - Definition of Done (DOD) is a set of criteria that must be met for a product backlog item e.g., user story, feature or an entire Sprint to be considered complete. The DoD ensures that all work is fully finished, meets quality standards, and is ready for release or deployment. It provides clarity on what constitutes "done," reducing ambiguity, and ensuring consistency in quality across the Scrum team.

Common criteria for DOD include Code Complete, Peer Review, Automated Tests, Manual Testing, No Critical Bugs, Integrated, Documentation Complete, Performance Standards Met, No Pending Tasks, Reviewed by Product Owner, Ready for Release.

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

Prioritization Techniques - Prioritization techniques in Agile are methods used to determine the order in which work items (such as product backlog items or user stories) should be completed based on their value, impact, and urgency. These techniques help Product Owners and teams focus on the most important tasks, ensuring the delivery of maximum value to stakeholders.

Here is some common prioritization techniques used in Scrum and Agile methodologies:

1. MoSCoW Method – MoSCoW stands for Must have, Should have, Could have, Would have. This technique categorizes work into four priority levels:
* Must have: Critical for the success of the project and essential for release.
* Should have: Important but not critical. Can be delayed without affecting delivery.
* Could have: Desirable but not necessary. Can be included if there is time or resources.
* Would have: Features that are not necessary for the current project or sprint but can be considered in future requirements.
1. 100-Point Method –
* In this technique, each stakeholder or team member is given 100 points to allocate across different features or user stories based on their perceived importance or value.
* The idea is to distribute the points to indicate priority, with more points allocated to the higher-priority items.
1. Value vs. Complexity/Effort Matrix (Impact vs. Effort Matrix) - This technique helps prioritize work by evaluating the value a feature delivers against the effort required to implement it. The matrix is divided into four quadrants –
* High value, low effort: Prioritize these items as they provide maximum return for minimal effort.
* High value, high effort: These are important but may require significant resources, so they should be planned carefully.
* Low value, low effort: Consider doing these quickly if there’s spare capacity.
* Low value, high effort: Avoid prioritizing these unless there is a strong reason.
1. Cost of Delay (CoD) - The Cost of Delay refers to the potential loss of revenue, opportunities, or business value that results from delaying a feature or decision. This technique helps prioritize features that will have the most impact on revenue or market opportunities if delayed.

Minimum Viable Product (MVP) - Minimum Viable Product (MVP) is a concept in product development that refers to the simplest version of a product that can be released to users, with just enough features to satisfy early adopters. The MVP is designed to gather feedback, test hypotheses, and validate the product's core assumptions with minimal effort and resources, before further development and investment.

Key characteristics –

1. Basic Functionality - The MVP contains only the core functionality that addresses the most critical user needs. Additional features or enhancements are excluded until the product proves its value.
2. Quick Launch - The MVP is released quickly to gather early feedback, rather than waiting for a fully featured product. This enables quicker learning and iteration.
3. User Feedback - The MVP is built to collect insights from users about what works, what doesn't, and what features they value most. This feedback helps shape future development.
4. Focus on Learning, Not Perfection - The goal of an MVP is not to create a polished product, but to learn what resonates with users. The initial product may be rough but, should still deliver the primary value.
5. Iterative Development - Based on the feedback from the MVP, teams can iteratively improve the product, adding new features and refining existing ones.

Benefits of MVP includes Cost-Effective, Reduced Time to Market, Real-World Validation, Early User Engagement, Iterative Improvement.

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

Business Analyst - A Business Analyst (BA) is a professional who plays a key role in bridging the gap between business needs and technology solutions. They work closely with stakeholders, including business leaders, project managers, developers, and other team members, to understand the organization’s needs and translate them into technical requirements for product development or process improvement. The BA’s primary goal is to ensure that the business requirements are clearly defined, understood, and met through effective solutions.

Product Owner - A Product Owner (PO) is a key role in Agile frameworks, especially in Scrum, responsible for defining and prioritizing the features, functionalities, and deliverables of a product. The Product Owner acts as the primary liaison between stakeholders (such as customers, business teams, and executives) and the Scrum Team (which includes developers, testers, and the Scrum Master).

Differences between BA and PO are follows –

|  |  |  |
| --- | --- | --- |
| **Aspect** | **Business Analyst (BA)** | **Product Owner (PO)** |
| **Primary Focus** | Focuses on understanding business needs and defining requirements. | Focuses on the product vision, strategy, and ensuring the product meets customer needs and business goals. |
| **Responsibilities** | Gather and document business requirements. | Define and prioritize the product backlog. |
| **Involvement in Product Development** | Works on gathering detailed functional and non-functional requirements. | Owns the product vision and ensures the product is developed according to it. |
| **Decision-Making Authority** | Provides recommendations but does not make final product decisions. | Has the authority to make final decisions about product features, scope, and priority. |
| **Backlog Management** | May assist with backlog creation or refinement. | Fully responsible for creating, managing, and prioritizing the product backlog. |
| **Stakeholder Interaction** | Interacts with stakeholders to gather requirements and ensure alignment. | Regularly interacts with stakeholders to ensure the product is aligned with business needs. |
| **Collaboration with Development Team** | Works closely with developers to clarify requirements and provide additional details. | Collaborates with developers to ensure the correct features are built, answers questions, and makes trade-offs. |
| **Role in Scrum** | Typically, not part of the Scrum Team but may support as a consultant or liaison. | Part of the Scrum Team and actively participates in Scrum ceremonies like Sprint Planning and Sprint Review. |
| **Scope of Work** | Often focused on specific business processes, requirements gathering, and documentation. | Focused on the overall product vision, ensuring that each increment delivers value. |
| **Business Understanding** | Strong focus on analysing business needs and improving processes. | Deep understanding of the business, customer needs, and product strategy. |
| **Outcome Focus** | Focuses on requirements fulfilment and business process optimization. | Focuses on delivering a successful product that meets customer needs and provides ROI. |
| **Time Commitment** | Typically involved for the duration of the requirements gathering and analysis phase. | Involved throughout the product lifecycle, from ideation to delivery. |
| **Feedback and Validation** | Ensures that the requirements are being met but doesn't directly validate product features. | Ensures that the delivered product features meet the customer needs and business goals through validation. |
| Analyse and improve business processes. | Ensure the product delivers value and aligns with business strategy. |
| Act as a liaison between stakeholders and development teams. | Make decisions on product features, scope, and priorities. |

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

Resume for 3yrs exp Product Owner is as follows –

**Girish G Deshmukh**

+91-9028184047 | deshmuk98gd@gmail.com

**SUMMARY**

Experienced Product Owner with 3 years of hands-on experience in Agile development environments. Proven ability to manage product backlogs, prioritize features, and collaborate with cross-functional teams to deliver high-quality products that align with business goals and user needs. Expertise in gathering requirements, defining user stories, and continuously improving product processes to maximize customer value and ROI.

**PROFESSIONAL EXPERIENCE**

**Product Owner**

**XYZ Software Tech, Pune**

**Oct 2023 – Present**

* Owned and managed the Product Backlog, ensuring the product development team worked on high-priority features and user stories.
* Collaborated with stakeholders, including customers, business leaders, and development teams, to define and prioritize product features based on business goals and customer feedback.
* Worked closely with the Scrum Master to facilitate Sprint Planning and Backlog Refinement sessions, ensuring the development team had clear and actionable user stories.
* Coordinated and executed User Acceptance Testing (UAT), ensuring product increments met acceptance criteria and stakeholder expectations.
* Participated in Sprint Reviews to gather feedback, demonstrating new features to stakeholders and aligning product direction with business objectives.
* Defined clear Product Roadmaps, aligning team objectives with long-term product goals and company strategy.
* Assisted in building a customer-centric product, improving user experience by 30% based on customer feedback and product usage data.

Key Achievements:

* Successfully launched a mobile app that resulted in a 25% increase in user engagement within 3 months of launch.
* Reduced backlog refinement cycle time by 20% through better prioritization and clear communication with the development team.
* Managed a cross-functional team of 10+ developers, designers, and marketers, ensuring efficient product delivery with on-time launches.

**Associate Product Owner**

**MediSoft Pvt. Ltd, Bangalore**

**Sep 2021 – Sep 2023**

* Assisted the Senior Product Owner in managing the product backlog, collaborating with stakeholders to define product requirements, and translating them into user stories and acceptance criteria.
* Worked with design and development teams to ensure that features were delivered according to specifications and timelines.
* Conducted market and user research, gathering insights to help inform product decisions and improve user experience.
* Actively participated in daily Scrum stand-ups, providing updates on product features, blockers, and next steps.
* Assisted in writing user stories and requirements and ensured that the backlog was organized and prioritized for the Scrum team.

Key Achievements:

* Contributed to the successful launch of a new e-commerce platform that led to a 15% increase in sales within the first quarter.
* Created and refined customer personas, improving the team’s ability to prioritize features that aligned with user needs and expectations.

**EDUCATION**

**Bachelor of Computer Application (2018 - 2021)**

**SRTM University, Nanded**

**CERTIFICATIONS**

* Certified Scrum Product Owner (CSPO) – Scrum Alliance, 2021
* Agile Product Management – LinkedIn Learning, 2020

**SKILLS**

* Product Backlog Management
* Agile & Scrum Methodologies
* User Story Mapping & Prioritization
* Stakeholder Management & Communication
* User Research & Analysis
* Roadmap Development
* Jira & Confluence
* Wireframing & Prototyping Tools (e.g., MS Visio, Balsamiq, Axure RP)
* Market Analysis & Competitive Research
* User Acceptance Testing (UAT)

**PROJECTS**

**Mobile App Development for** **XYZ Software Tech, Pune**

* Led the end-to-end product development of a mobile app, from gathering user feedback and creating user stories to managing the backlog and ensuring a successful launch.
* Collaborated with design, development, and marketing teams to meet deadlines and deliver a user-centric product that improved user engagement by 25%.

**E-Commerce Platform Launch for MediSoft Pvt. Ltd, Bangalore**

* Worked with cross-functional teams to design and launch a new e-commerce platform, improving sales and customer experience.
* Managed the product backlog, ensuring that the platform’s features were delivered on time and aligned with business goals.

**ADDITIONAL INFORMATION**

* Fluent in English.
* Actively involved in local Product Management Meetups and Agile Communities.