**Vidyalekha Application (School Management software)**

**Agile scrum**

**DOCUMENT – 1 - DOD: -**

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| **Story** | **Sprint** | **Release** |
| Assumptions of User Story met | Assumptions of the sprint met | Product release pre conditions met |
| Project builds without errors | Satisfied DOD for each user story in the sprint | Satisfied DOD for each sprint in the release |
| Unit tests written and passing | Configuration changes are documented | Project deployed on the test environment identical to production platform |
| Tests on devices/browsers listed in the project assumptions passed | Training video is uploaded | Training video is localised |
| Feature is tested against acceptance criteria | Security testing is complete | Release communications are sent |
| Feature ok-ed by Product Owner | Feature ok-ed by UX designer | All stakeholders signed off for the release |
| Peer Code Review performed | Legal review is complete | Documentation updated |

**DOCUMENT – 2 Product Vision**

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| **Scrum Project** | |  | |  | |  |
| **Name: Vidyalekha** | |  | |  | |  |
| **Venue: Pune** | |  | |  | |  |
| **Date: 15.02.2025** | | **Start time:11.00 am** | | **End time:01.00 pm** | | **Duration: 3 hours** |
| **Client: Ideal Public School** | |  | |  | |  |
| **Stakeholder list:** | |  | |  | |  |
| Mr. Cheke ( Principal) | |  | |  | |  |
| Mrs. Kaveri (Vice Principal) | |  | |  | |  |
| Mrs. Prachi( Administrator) | |  | |  | |  |
| Mr. Datta ( Accountant) | |  | |  | |  |
| Mr. Bobade ( Parent) | |  | |  | |  |
| **Scrum Team** | | | | | | |
| **Scrum Master:** | | Mr. Mosim | |  | |  |
| **Product owner:** | | Mrs. Swapnali | |  | |  |
| **Scrum Developer 1:** | | Mrs. Kranti | |  | |  |
| **Scrum Developer 2:** | | Mrs. Pratiksha | |  | |  |
| **Scrum Developer 3:** | | Mr. Amit | |  | |  |
| **Scrum Developer 4:** | | Mr. Sumit | |  | |  |
| **Scrum Developer 5:** | | Mr. harsh | |  | |  |
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| **Vision: To create a comprehensive, user-friendly platform that empowers the staff to streamline the administrative tasks, personalise learning experiences ultimately enabling more efficient learning environment to all.** | | | | | | |
| **Target group** | **Needs** | | **Product** | | **Value** | |
| **This software targets the educational institutions.**  **The main users of the product include School administrators, teachers, parents, students and support staff** | **The key need of the software includes attendance management, communication channels, teachers schedule management, financial management, reporting and analytics all aimed at optimising school operations and improving overall student learning experience.** | | **The product is a comprehensive school management system that allows features like student management, teachers management and school management, essentially streamlining essentially streamlining all the administrative task within the school on a single platform and this makes it desirable and special. It is feasible to develop this product as it is going to give the school financial benefit and also operational benefit.** | | **The product would benefit for the school as it will enhance the attendance management, communication channels, teachers schedule management, financial management, reporting and analytics. The business goals include improvising the operational efficiency, streamlining the administrative tasks, centralising the data ensuring cost effectiveness. This product is a service product so revenue can be generated from the subscriptions sold to the number of students, customisation of services, training and integration with another educational tool.** | |

**DOCUMENT – 3 – User Stories.**

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| --- | --- | --- | --- |
| User Story No :1 | Tasks: A01 | | Priority: High |
| AS AN ADMINISTRATOR  I WANT TO BE ABLE TO ADD SCHOOL NOTICES  SO THAT I CAN SHARE NOTICES | | | |
| BV: 500 | | CP: 02 | |
| Acceptance Criteria:  Text boxes for adding school notices.  Tab for selecting the target audience.  Tab for sending the notice. | | | |

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| User Story No :2 | Tasks: A02 | | Priority: High |
| AS AN ACCOUNTANT  I WANT TO ADD PAYMENTS AND FEES  SO THAT I CAN MAKE FEES REPORT | | | |
| BV: 200 | | CP: 04 | |
| Acceptance Criteria  Home page  Text box for adding payments  Text box for adding fees  Tab for report generation | | | |

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| User Story No :3 | Tasks: A03 | | Priority: High |
| AS A PRINCIPAL  I WANT TO ADD ANNOUNCEMENTS  SO THAT I CAN PUBLISH ANNOUNCEMENTS | | | |
| BV: 500 | | CP: 04 | |
| Acceptance Criteria  Text box for typing announcements  Tab for publish the announcements | | | |

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| User Story No :4 | Tasks: A04 | | Priority: High |
| AS A PARENT  I WANT TO REGISTER IN VIDYALEKHA APP  SO THAT I CAN GET SCHOOL UPDATES | | | |
| BV: 500 | | CP: 05 | |
| Acceptance Criteria  Registration screen  Text boxes for user name, password, nation id, mobile no, email address, phone number  Click on register button  Send successful notification to user | | | |

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| User Story No :5 | Tasks: A05 | | Priority: High |
| AS A SCHOOL OWNER  I WANT TO CHECK THE FEES COLLECTED  SO THAT I CAN VIEW THE SCHOOLS EARNINGS | | | |
| BV: 500 | | CP: 02 | |
| Acceptance Criteria  Select Reports  Select Fees collected Reports  Select to and from date  Select Class (can select all)  Generate Report  Download Report in EXCEL | | | |

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| User Story No :6 | Tasks: A06 | | Priority: High |
| AS A SCHOOL OWNER  I WANT TO CHECK THE TEACHERS PAYMENTS  SO THAT I CAN VIEW THE TEACHEERS SALARY | | | |
| BV: 200 | | CP: 03 | |
| Acceptance Criteria  Select Teachers tab  Select teacher name  Select to and from date  Select payment disbursed  Generate Report  Download Report in EXCEL | | | |

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| User Story No :7 | Tasks: A07 | | Priority: High |
| AS A PARENT  I WANT TO SEND FEEDBACK  SO THAT I CAN SEND FEEDBACK | | | |
| BV: 200 | | CP: 02 | |
| Acceptance Criteria  Login screen  Select feedback tab  Write feedback  Submit feedback | | | |

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| User Story No :8 | Tasks: A08 | | Priority: High |
| AS A PARENT  I WANT TO LOGIN  SO THAT I CAN VIEW STUDENT DATA | | | |
| BV: 500 | | CP: 05 | |
| Acceptance Criteria  Login screen  Select student  View data | | | |

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| User Story No :9 | Tasks: A09 | | Priority: High |
| AS A PARENT  I WANT TO LOGIN  SO THAT I CAN SEE MARKLIST | | | |
| BV: 500 | | CP: 05 | |
| Acceptance Criteria  Login screen  Select student  View exam name  View marks | | | |

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| User Story No :10 | Tasks: A010 | | Priority: High |
| AS A TEACHER  I WANT TO ADD STUDENT MARKS  SO THAT I CAN ADD STUDENT MARKS | | | |
| BV: 200 | | CP: 03 | |
| Acceptance Criteria  Select exam tab  Select student  Select subject  Add marks | | | |

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| User Story No :11 | Tasks: A011 | | Priority: High |
| AS A TEACHER  I WANT TO ADD STUDENT FEEDBACK  SO THAT I CAN ADD STUDENT PERFOAMANCE FEEDBACK | | | |
| BV: 200 | | CP: 03 | |
| Acceptance Criteria  Select feedback tab  Select student  Add feedback | | | |

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| User Story No :12 | Tasks: A012 | | Priority: High |
| AS A TEACHER  I WANT TO ADD STUDENT ROLE NUMBER  SO THAT I CAN ADD STUDENT ROLE NUMBER | | | |
| BV: 100 | | CP: 03 | |
| Acceptance Criteria  Select student  Add role number | | | |

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| User Story No :13 | Tasks: A013 | | Priority: High |
| AS AN ACCOUNTANT  I WANT TO ADD TEACHERS DATA  SO THAT I CAN ANALYSE TEACHERS DATA | | | |
| BV: 200 | | CP: 04 | |
| Acceptance Criteria  Home page  Text box for adding teacher | | | |

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| User Story No :14 | Tasks: A014 | | Priority: High |
| AS AN ACCOUNTANT  I WANT TO ADD TEACHER PAYMENTS  SO THAT I CAN ADD TEACHERS PAYMENT | | | |
| BV: 500 | | CP: 03 | |
| Acceptance Criteria  Home page  Select teacher  Text box for adding payments | | | |

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| User Story No :15 | Tasks: A015 | | Priority: High |
| AS AN ACCOUNTANT  I WANT TO ADD STUDENTS DATA  SO THAT I CAN ANALYSE STUDENT DATA | | | |
| BV: 200 | | CP: 04 | |
| Acceptance Criteria  Home page  Text box for adding student | | | |

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| User Story No :16 | Tasks: A016 | | Priority: High |
| AS AN ACCOUNTANT  I WANT TO ADD CLASSES  SO THAT I CAN ADD CLASSES | | | |
| BV: 200 | | CP: 04 | |
| Acceptance Criteria  Home page  Text box for adding classes | | | |

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| User Story No :17 | Tasks: A017 | | Priority: High |
| AS AN ACCOUNTANT  I WANT TO ADD STAFF NAMES  SO THAT I CAN ADD STAFF NAMES | | | |
| BV: 500 | | CP: 03 | |
| Acceptance Criteria  Home page  Text box for adding staff names | | | |

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| User Story No :18 | Tasks: A018 | | Priority: High |
| AS AN ACCOUNTANT  I WANT TO ADD STAFF DESIGNATION  SO THAT I CAN ADD STAFF DESIGNATION | | | |
| BV: 100 | | CP: 04 | |
| Acceptance Criteria  Home page  Tab for selecting staff  Text box for adding designation | | | |
| User Story No :19 | Tasks: A019 | | Priority: High |
| AS AN ACCOUNTANT  I WANT TO ADD PAYMENTS AND FEES  SO THAT I CAN MAKE FEES REPORT | | | |
| BV: 500 | | CP: 05 | |
| Acceptance Criteria  Home page  Text box for adding payments  Text box for adding fees  Tab for report generation | | | |

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| User Story No :20 | Tasks: A020 | | Priority: High |
| AS AN PRINCIPAL  I WANT TO ADD TEACHERS PROGRESS  SO THAT I CAN GENERATE TEACHERS REPORTS | | | |
| BV: 500 | | CP: 05 | |
| Acceptance Criteria  Home page  Tab for selecting teacher  Text box for adding reviews | | | |

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| User Story No :21 | Tasks: A021 | | Priority: High |
| AS A STUDENT  I WANT TO INVITE FRIENDS  SO THAT WE CAN SOLVE PAPER TOGETHER | | | |
| BV: 200 | | CP: 02 | |
| Acceptance Criteria  Home page  Tab for viewing students in class  Tab for selecting name of the students  Tab for selecting the exam  Tab for inviting friend | | | |

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| User Story No :22 | Tasks: A022 | | Priority: High |
| AS A TEACHER  I WANT TO ADD EXAM QUESTION PAPER  SO THAT I CAN TAKE STUDENT EVALUATION | | | |
| BV: 500 | | CP: 05 | |
| Acceptance Criteria  Home page  Tab for selecting class  Text box for adding questions | | | |

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| User Story No :23 | Tasks: A023 | | Priority: High |
| AS A TEACHER  I WANT TO VIEW ANSWER SHEET  SO THAT I CAN VIEW ANSWERS SUBMITTED | | | |
| BV: 200 | | CP: 03 | |
| Acceptance Criteria  Home page  Tab for viewing class  Tab for viewing student  Tab for viewing answers | | | |

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| User Story No :24 | Tasks: A024 | | Priority: High |
| AS A PRINCIPAL  I WANT TO ASSIGN CLASSES TO THE TEACHERS  SO THAT I CAN ASSIGN CLASSES TO CORRESPONDING TEACHERS | | | |
| BV: 500 | | CP: 03 | |
| Acceptance Criteria  Home page  Tab for selecting teachers name  Text box for adding class | | | |

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| User Story No :25 | Tasks: A025 | | Priority: High |
| AS A PRINCIPAL  I WANT TO ASSIGN SUBJECTS TO THE TEACHER  SO THAT I CAN ASSIGN CORRECT SUBJECT TO THE TEACHER | | | |
| BV: 100 | | CP: 02 | |
| Acceptance Criteria  Home page  Tab for selecting teacher  Text box for adding subject | | | |

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| User Story No :26 | Tasks: A026 | | Priority: High |
| AS A PRINCIPAL  I WANT TO ADD VISION OF THE SCHOOL  SO THAT I CAN ADD WHAT’S THE VISION OF THE SCHOOL | | | |
| BV: 100 | | CP: 02 | |
| Acceptance Criteria  Home page  Text box for adding vision  Submit vision | | | |

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| User Story No :27 | Tasks: A027 | | Priority: High |
| AS A PRINCIPAL  I WANT TO ADD MISSION OF THE SCHOOL  SO THAT I CAN ADD WHAT’S THE MISSION OF THE SCHOOL | | | |
| BV: 100 | | CP: 02 | |
| Acceptance Criteria  Home page  Text box for adding mission  Submit mission | | | |

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| User Story No :28 | Tasks: A028 | | Priority: High |
| AS A PRINCIPAL  I WANT TO ADD GOAL OF THE SCHOOL  SO THAT I CAN ADD WHAT’S THE GOAL OF THE SCHOOL | | | |
| BV: 100 | | CP: 02 | |
| Acceptance Criteria  Home page  Text box for adding goal  Submit goal | | | |

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| User Story No :29 | Tasks: A029 | | Priority: High |
| AS A TEACHER  I WANT TO ADD STUDENT ATTENDANCE  SO THAT I CAN ADD DAILY ATTENDANCE | | | |
| BV: 200 | | CP: 02 | |
| Acceptance Criteria  Home page  Tab for selecting class  Tab for selecting students  Text box for adding attendance  Submit attendance | | | |

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| User Story No :30 | Tasks: A030 | | Priority: High |
| AS A TEACHER  I WANT TO ADD MEETING UPDATE  SO THAT I CAN CONDUCT MEETING WITH PARENTS | | | |
| BV: 500 | | CP: 03 | |
| Acceptance Criteria  Home page  Tab for selecting class  Text box for adding meeting date  Submit date | | | |

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| User Story No :31 | Tasks: A031 | | Priority: High |
| AS AN ACCOUNTANT  I WANT TO ADD STUDENT EXAM REPORT  SO THAT I CAN UPLOAD THE STUDENT PROGRESS REPORT | | | |
| BV: 200 | | CP: 02 | |
| Acceptance Criteria  Home page  Tab for selecting class  Tab for selecting students  Text box for adding marks  Submit marks | | | |

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| User Story No :32 | Tasks: A032 | | Priority: High |
| AS AN ACCOUNTANT  I WANT TO ADD TEACHER’S SALARY  SO THAT I CAN DISBURSE TEACHER’S SALARY | | | |
| BV: 500 | | CP: 02 | |
| Acceptance Criteria  Home page  Tab for selecting teacher  Text box for adding salary details  Submit salary details | | | |

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| User Story No :33 | Tasks: A033 | | Priority: High |
| AS AN ACCOUNTANT  I WANT TO ADD TEACHER ATTENDANCE  SO THAT I CAN GENERATE THEIR ATTENDANCE REPORT | | | |
| BV: 100 | | CP: 03 | |
| Acceptance Criteria  Home page  Tab for selecting teacher  Text box for adding attendance  Submit attendance | | | |

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| User Story No :34 | Tasks: A034 | | Priority: High |
| AS An ACCOUNTANT  I WANT TO ADD SCHOOL ASSETS  SO THAT I CAN KEEP TRACK OF SCHOOL ASSETS | | | |
| BV: 500 | | CP: 04 | |
| Acceptance Criteria  Home page  Tab for selecting class  Text box for adding assets  Submit assets | | | |

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| User Story No :35 | Tasks: A035 | | Priority: High |
| AS AN ACCOUNTANT  I WANT TO ADD BOOKS IN THE LIBRARY  SO THAT I CAN KEEP RECORD OF BOOKS IN THE LIBRARY | | | |
| BV: 200 | | CP: 03 | |
| Acceptance Criteria  Home page  Tab for selecting class  Text box for adding books  Submit books | | | |

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| User Story No :36 | Tasks: A036 | | Priority: High |
| AS AN ACCOUNTANT  I WANT TO ADD COMPUTER NAMES IN THE COMPUTER LAB  SO THAT I CAN KEEP RECORD OF THE COMPUTERS IN THE COMPUTER LAB | | | |
| BV: 500 | | CP: 04 | |
| Acceptance Criteria  Home page  Text box for adding computer name  Submit computer name | | | |

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| User Story No :37 | Tasks: A037 | | Priority: High |
| AS A PARENT  I WANT TO CHANGE MY LOGIN PASSWORD  SO THAT I CAN CHANGE THE PASSWORD FOR SECURITY REASONS | | | |
| BV: 200 | | CP: 04 | |
| Acceptance Criteria  Home page  Login page  Forgot password  Verify link emailed  Change password  Submit new password | | | |

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| User Story No :38 | Tasks: A038 | | Priority: High |
| AS AN ACCOUNTANT  I WANT TO ADD SCHOOL ASSETS  SO THAT I CAN KEEP TRACK OF SCHOOL ASSETS | | | |
| BV: 500 | | CP: 04 | |
| Acceptance Criteria  Home page  Tab for selecting class  Text box for adding assets  Submit assets | | | |

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| User Story No :39 | Tasks: A039 | | Priority: High |
| AS AN ACCOUNTANT  I WANT TO ADD SCHOOL ACCOUNT DETAILS  SO THAT PARENTS CAN MAKE PAYMENT | | | |
| BV: 200 | | CP: 03 | |
| Acceptance Criteria  Home page  Text box for adding account details  Submit account details | | | |

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| User Story No :40 | Tasks: A040 | | Priority: High |
| AS A PARENTS  I WANT TO ADD PERSONAL ACCOUNT DETAILS  SO THAT I CAN MAKE PAYMENT | | | |
| BV: 100 | | CP: 03 | |
| Acceptance Criteria  Home page  Text box for adding account details  Submit account details | | | |

**DOCUMENT – 04 – Agile PO Experience:**

As a product owner I started with collaboration with the Business Analyst and the stake holders. The vision of the product was to create a user-friendly, comprehensive platform that streamlines administrative tasks, enhances communication between parents, teacher and students. This would ultimately provide a seamless, data-driven experience to improve the overall learning environment and student outcomes, all while being adaptable to evolving school needs and readily accessible across devices.

**❖ Following are the responsibilities of PO in a project**

**➢ Market Analysis ▫ I** analysed the market needs and concluded that the parents are probably interested in the automation of the school work so that there can be more efficient work. I also checked for similar products in the market and analysed those with reverse engineering so that I can develop a better product.

**➢ Enterprise Analysis ▫** I further underwent enterprises analysis of the school so that I can understand about the assets and liabilities of the school and calculate its commercial potential.

**➢ Product Vision and Roadmap ▫** I collaborated with the stakeholders and team members focused on value delivery and did continuous improvements and practised adaptability. I collaborated with the stakeholders and the team members and created a product that helped to create a user-friendly, comprehensive platform that streamlined administrative tasks, enhanced communication between parents, teacher and students. I did continuous communication with the stake holders and the development team members and throughout the project I asked them to be focused on the product vision that is “streamlined administrative task and remove the communication gap”. This ultimately provided a seamless, data-driven experience to improve the overall learning environment and student outcomes, all while being adaptable to evolving school needs and readily accessible across devices. My roadmap to success involved clearly defining the product vision, proper management of product backlog, actively participating in scrum by attending sprint planning, sprint review and sprint retrospective meetings.

**➢ Managing Product Features ▫**  I conducted meetings with the stakeholders and scrum team in combine and gathered the requirements. Further I converted these requirements received from the stakeholders to user stories. I then, with the help of MoSCoW method, prioritised the user stories as per their importance in the product. I conducted a meeting with the stakeholders where they added the Business value to the features so that development team could work on the most important feature. Then further, with collaboration with the development team, assigned the complexity points to the product based on their criticality.I also worked on thoroughly testing new features to identify bugs and compatibility issues. Further I provided comprehensive training to team members to ensure smooth transition to the new feature.

**➢ Managing Product Backlog ▫** After the prioritisation of the user stories, I moved these user stories to the product backlog. Here, with the collaboration of the development team and the stakeholder and conducting regular sessions to review and update backlog items, I reprioritised the backlog items after the sprint was started. I then moved the product backlog to the sprint backlog after removing the outdated or irrelevant feature. I visually displayed the backlog with priorities and dependencies using project management software for the stake holders to get the idea of the backlog. The sprints were further divided into smaller tasks and each task was taken up by a development member.

**➢ Managing Overall Iteration Progress** ▫ I determined the most valuable user stories to tackle in each iteration based on business needs and customer priorities. I collaborated with the development team to select user stories for current iteration and setting clear iteration goals. I articulated user stories with sufficient details to ensure the development team understands the desired outcome. Further I reviewed the completed user stories at the end of each iteration and checked if they met the acceptance criteria. After presenting the product feature before the stakeholders I collected feedback from the stakeholders and the team members to inform future iterations. I adjusted the product backlogs and iteration plans as needed based on new information or changing priorities.

**From this project I have learned how to handle sprint meetings such as:**

**➢ Sprint planning meeting:** In this meeting I described the highest priority items from the product backlog, clarified the objectives and acceptance criteria for the selected user stories and ensured the development team understands the sprint goal and overall product vision through capacity planning. Based on the feedback from the stakeholders I improved product feature in the latter sprints.

**➢ Daily scrum meeting:**  In daily scrum meetings my primary role was to observe, support and provide clarification on product backlog items as needed. I ensured the development team is aligned with the product vision and priorities, while primarily allowing the team to drive the discussion and report their progress. I only shared information which helped the developers to reach the sprint goal.1

**➢ Sprint review meeting:** In these meetings my main role was to act like a facilitator, and serving like a bridge between the development tea and the stake holders and responsible for guiding the demonstration of the completed work. I collected feedback from the stakeholders and updated the product backlog depending upon the feedback received after the product increment was shown to the stakeholders. I also reviewed the user stories and marked the completed ones and discussed what can be done with the incomplete ones.

**➢ Sprint retrospective meeting:** In these meetings I was responsible for giving constructive feedback on the value the team delivered in the previous sprint. I guided them to see the areas they need to improve on while celebrating their wins. I improved my relation with the team members and understood and noted the issues faced in achieving the product vision. This improved the teams working.

**➢ Backlog refinement meeting:** In these meetings I prepared the meeting agenda, prioritising items, and communicating the product vision.

There were many requirements received from the stakeholders which were converted to user stories. Many features were to be prioritised as per their importance in the product. I conducted a meeting with the stakeholders where they added the Business value to the features so that development team could work on the most important feature. Then further, the development team was also asked to assign the complexity points to the product based on their criticality.

After the prioritisation of the user stories, these user stories were moved to the product backlog. Here, with the collaboration of the development team and the stakeholder reprioritisation was done after the sprint was started. The product backlog was moved to the sprint backlog. The sprints were further divided into smaller tasks and each task was taken up by a development member.

In Scrum, I served as the liaison between multiple areas of an organization. I communicated with business stakeholders and collaborated closely with Scrum teams to keep all areas of the business informed on a project's development. I developed a vision of a product's function and operation, which in turn allows this Scrum team member to define product features and break those features into product backlog items.

**DOCUMENT 5: PRODUCT AND SPRINT BACKLOG AND PRODUCT AND SPRINT BURNDOWN CHART:**

**Product Backlog:**

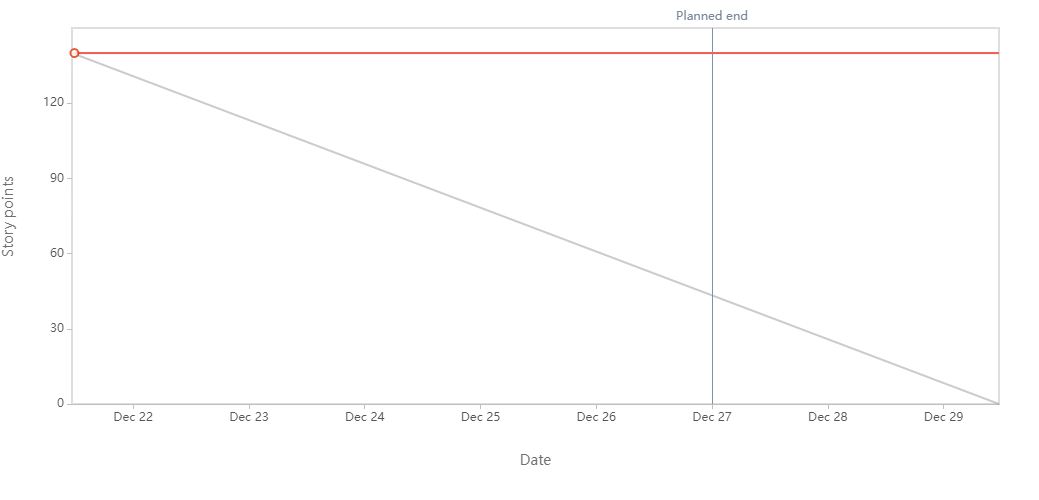
|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **User story ID** | **User story** | **Tasks** | **Priority** | **BV** | **CP** | **Sprint** |
| USID01 | As an administrator  I want to be able to add school notices  So that I can share notices | Create widget in the application for typing notices. Assign who will be able to write. Add publish button. | Must | 500 | 2 | 1 |
| USID02 | As an accountant  I want to add payments and fees  So that I can make fees report | Create widget in the application for adding payments done. Create widget in the application for fees received. Create widget in the application for generating reports. | Must | 200 | 4 | 1 |
| USID03 | As a principal  I want to add announcements  So that I can publish announcements | Create widget in the application for typing announcements. Assign who will be able to write. Add publish button. | Should | 500 | 4 | 1 |
| USID04 | As a parent  I want to register in Vidyalekha app  So that I can get school updates | Create widget in the application on the home page for School Login and Parent login. Add tab for sign in and sign up. Create tab to enter valid ID and password. | Must | 500 | 5 | 1 |
| USID05 | As a school owner  I want to check the fees collected  So that I can view the schools’ earnings | Create widget in the application for Admin. Create widget on this page for reports. Add tab for filters of fees collected. | Could | 500 | 2 | 1 |
| USID06 | As a school owner  I want to check the teachers’ payments  So that I can view the teacher’s salary | Create widget in the application for principal to check salary details of the teachers | Must | 200 | 3 | 1 |
| USID07 | As a parent  I want to send feedback  So that I can send feedback | Create widget in the application to type feedback. Submit feedback. | Must | 200 | 2 | 1 |
| USID08 | As a parent  I want to login  So that I can view student data | Create widget in the application for parents to view their child details. | Should | 500 | 5 | 1 |
| USID09 | As a parent  I want to login  So that I can see marklist | Create widget in the application for parent to view the child marks | Must | 100 | 2 |  |
| USID10 | As a teacher  I want to add student marks  So that I can add student marks | Create widget in the application for teachers to add marks of the students. | Could | 200 | 3 | 1 |
| USID11 | As a teacher  I want to add student feedback  So that I can add student performance feedback | Create widget in the application for teachers to add student feedback | Must | 200 | 3 | 1 |
| USID12 | As a teacher  I want to add student role number  So that I can add student role number | Create widget in the application for teachers to select student and add role number of the student | Must | 100 | 3 | 1 |
| USID13 | As an accountant  I want to add teachers data  So that I can analyse teachers data | Create widget in the application for accountant to add teachers to the software like name and contact details | Should | 200 | 4 | 1 |
| USID14 | As an accountant  I want to add teacher payments  So that I can add teachers payment | Create widget in the application for accountant to add the monthly salary to be disbursed. | Must | 500 | 3 | 1 |
| USID15 | As an accountant  I want to add students data  So that I can analyse student data | Create widget in the application for the accountant to add the student data like name, address, contact details | Could | 200 | 4 | 1 |
| USID16 | As an accountant  I want to add classes  So that I can add classes | Create widget in the application for accountant to add classes and strength of the classes | Must | 200 | 4 | 1 |
| USID17 | As an accountant  I want to add staff names  So that I can add staff names | Create widget in the application for accountant to add the non-teaching staff | Must | 500 | 3 | 1 |
| USID18 | As an accountant  I want to add staff designation  So that I can add staff designation | Create widget in the application for accountant to add the designation of the non-teaching staff | Should | 100 | 4 | 1 |
| USID19 | As an accountant  I want to add payments and fees  So that I can make fees report | Create widget in the application for the accountant to add the fees received from the corresponding student | Must | 500 | 4 | 1 |
| USID20 | AS AN principal  I WANT TO ADD teachers progress  SO THAT I CAN generate teachers reports | Create widget in the application for Principal to add the teachers progress and give remarks to the particular teacher by selecting the teacher | Could | 500 | 5 | 1 |
| USID21 | AS A student  I WANT TO invite friends  SO THAT we can solve paper together | Create widget in the application for student to be able to invite his friends to solve any particular test uploaded by the class teacher | Must | 200 | 2 | 1 |
| USID22 | AS A teacher  I WANT TO ADD exam question paper  SO THAT I CAN take student evaluation | Create widget in the application  For teacher to add question paper in the application class wise or subject wise | Must | 500 | 5 | 1 |
| USID23 | AS A teacher  I WANT TO view answer sheet  SO THAT I CAN view answers submitted | Create widget in the application for teacher to view the answers submitted by the students | Should | 200 | 3 | 1 |
| USID24 | AS A principal  I WANT TO assign classes to the teachers  SO THAT I CAN assign classes to corresponding teachers | Create widget in the application for principal so that he can assign classes the class teacher and subject teacher | Must | 500 | 3 | 1 |
| USID25 | AS A principal  I WANT TO Assign subjects to the teacher  SO THAT I CAN assign correct subject to the teacher | Create widget in the application for Principal to assign subject to the corresponding teacher | Could | 100 | 2 | 1 |
| USID26 | AS A principal  I WANT TO ADD vision of the school  SO THAT I CAN add what’s the vision of the school | Create widget in the application for Principal to be able to add vision to the application. Publish vision. | Must | 100 | 2 | 1 |
| USID27 | AS A principal  I WANT TO ADD mission of the school  SO THAT I CAN add what’s the mission of the school | Create widget in the application for Principal to be able to add mission to the application. Publish mission. | Must | 100 | 2 | 1 |
| USID28 | AS A principal  I WANT TO ADD goal of the school  SO THAT I CAN add what’s the goal of the school | Create widget in the application for Principal to be able to add goal to the application. Publish goal. | Should | 100 | 2 | 1 |
| USID29 | AS A teacher  I WANT TO ADD student attendance  SO THAT I CAN add daily attendance | Create widget in the application for teacher to add daily student attendance by selecting a particular student | Must | 200 | 2 | 1 |
| USID30 | AS A teacher  I WANT TO ADD meeting update  SO THAT I CAN conduct meeting with parents | Create widget in the application for teacher to add meeting that will be held with the parents | Could | 500 | 3 | 1 |
| USID31 | AS An accountant  I WANT TO ADD student exam report  SO THAT I CAN upload the student progress report | Create widget in the application for accountant to add students marks in the application to generate report card of the student | Must | 200 | 2 | 1 |
| USID32 | AS An accountant  I WANT TO ADD teacher’s salary  SO THAT I CAN disburse teacher’s salary | Create widget in the application for accountant to add the salary report generated monthly so that the salary can be disbursed | Must | 500 | 2 | 1 |
| USID33 | AS An accountant  I WANT TO ADD teacher attendance  SO THAT I CAN generate their attendance report | Create widget in the application for accountant to add the teachers daily attendance by selecting the particular teacher | Should | 100 | 3 | 1 |
| USID34 | AS An accountant  I WANT TO ADD school assets  SO THAT I CAN keep track of school assets | Create widget in the application for accountant to add the various assets of the school room wise like the computer room and the library room. | Must | 500 | 4 | 1 |
| USID35 | AS An accountant  I WANT TO ADD books in the library  SO THAT I CAN keep record of books in the library | Create widget in the application for accountant to be able to add class wise books available in the library | Could | 200 | 3 | 1 |
| USID36 | As an accountant  I want to add computer names in the computer lab  So that I can keep record of the computers in the computer lab | Create widget in the application for accountant to be able to add the computer names in the lab | Should | 500 | 4 | 1 |
| USID37 | AS A parent  I WANT TO change my login password  SO THAT I CAN change the password for security reasons | Create widget in the application for parent to change the password. Submit new password. | Should | 200 | 4 | 1 |
| USID38 | AS An accountant  I WANT TO ADD school assets  SO THAT I CAN keep track of school assets | Create widget in the application for accountant to add school assets class wise. | Should | 500 | 4 | 1 |
| USID39 | AS An accountant  I WANT TO ADD school account details  SO THAT parents can make payment | Create widget in the application for accountant for adding school account details like the account name, number and the IFSC code. | Should | 200 | 3 | 1 |
| USID40 | As a parents  I want to add personal account details  So that I can make payment | Create widget in the application for parent to add his account details. Save the account details | Should | 100 | 3 | 1 |

**Sprint backlog:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **User story ID** | **User story** | **Tasks** | **Owner** | **Status** | **Estimated Effort** |
| USID01 | As an administrator  I want to be able to add school notices  So that I can share notices | Create widget in the application for typing notices. Assign who will be able to write. Add publish button. | Mrs. Kranti | Done | 16 |
| USID02 | As an accountant  I want to add payments and fees  So that I can make fees report | Create widget in the application for adding payments done. Create widget in the application for fees received. Create widget in the application for generating reports. | Mrs. Pratiksha | Done | 21 |
| USID03 | As a principal  I want to add announcements  So that I can publish announcements | Create widget in the application for typing announcements. Assign who will be able to write. Add publish button. | Mr. Amit | Done | 17 |
| USID04 | As a parent  I want to register in Vidyalekha app  So that I can get school updates | Create widget in the application on the home page for School Login and Parent login. Add tab for sign in and sign up. Create tab to enter valid ID and password. | Mr. Sumit | Done | 11 |
| USID05 | As a school owner  I want to check the fees collected  So that I can view the schools’ earnings | Create widget in the application for Admin. Create widget on this page for reports. Add tab for filters of fees collected. | Mr Sumit | Done | 14 |

**Sprint burndown chart:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Backlog ID** | **Initial Estimate** | **Days** | | | |
| **Day 1** | **Day 2** | **Day 3** | **Day 4** |
| 1 | 10 | 2 | 2 | 4 | 2 |
| 2 | 20 | 5 | 5 | 5 | 5 |
| 3 | 50 | 15 | 15 | 15 | 5 |
| 4 | 100 | 25 | 25 | 25 | 25 |
| **Actual hours** | | 47 | 47 | 49 | 37 |
| **Remaining Effort (of 180)** | | 133 | 86 | 37 | 0 |
| **Ideal Trend** | | 80 | 60 | 40 | 00 |



**Product Burndown chart:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Product Burn Down Chart** | | | |
|  | | | |
| **Backlog ID** | **Date** | **Work Planned** | **Actual work done** |
| **1** | **17-02-2025** | **9** | **9** |
| **2** | **18-02-2025** | **11** | **11** |
| **3** | **19-02-2025** | **9** | **8** |
| **4** | **20-02-2025** | **14** | **14** |
| **5** | **21-02-2025** | **11** | **11** |
| **6** | **22-02-2025** | **17** | **16** |
| **7** | **23-02-2025** | **17** | **15** |

**DOCUMENT 6: SPRINT MEETINGS:**

**Meeting Type 1: Sprint Planning meeting**

|  |  |
| --- | --- |
| **Date** | 17.02.2025 |
| **Time** | 12.30 pm to 01.30 pm |
| **Location** | Head Office meeting room |
| **Prepared By** | Mrs. Swapnali |
| **Attendees** | 10 |

**Agenda Topics**

|  |  |  |
| --- | --- | --- |
| **Topic** | **Presenter** | **Time allotted** |
| Product backlog | Mrs. Mosim | 20 mins |
| Ask clarifying questions to product owner | Mrs. Swapnali | 15 mins |
| Discussion on sprint goal | Mrs. Swapnali | 25 Mins |

**Other Information**

|  |  |
| --- | --- |
| **Observers** | 2 |
| **Resources** | School’s data, learning material, past project results if any, Product backlog, sprint goal, white board, marker, notepads, pens, |
| **Special Notes** | Student learning needs, teachers’ roles, challenges to school, challenges to teachers, challenges to students, challenges to parents. |

**Meeting Type 2: Sprint review meeting**

|  |  |  |
| --- | --- | --- |
| **Date** | 18.02.2025 |  |
| **Time** | 12.30 pm to 01.45 pm |  |
| **Location** | Head Office meeting room |  |
| **Prepared By** | Mrs. Swapnali |  |
| **Attendees** | 8 |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Sprint status** | **Things to demo** | **Quick updates** | **What’s next** |
| Search registration button | Demonstrate search registration button | Did development team add the registration button to the home page. | Check if the reports are generated with various filters |
| Search login button | Demonstrate Search login button | Did development team add the Login button to the home page | Check if the teachers and Principal can add Notice in the application |

**Meeting Type 3: Sprint retrospective meeting**

|  |  |
| --- | --- |
| **Date** | 21.02.2025 |
| **Time** | 12.30 pm to 01.30 pm |
| **Location** | Head Office meeting room |
| **Prepared By** | Mrs. Swapnali |
| **Attendees** | 9 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Agenda** | **What went well** | **What didn’t go well** | **Questions** | **Reference** |
| Registration button | The users could use the registration button | The users could not enter special character while registering | What are further requirements of the client | User stories |
| Login button | The users could use the login button | The login wait time was more than 10 seconds | Could user stories be divided further | User stories |

**Meeting Type 4: Daily Stand-up meeting:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Question** | **Name/Role** | **Week 2 (17.02.2025 to 23.02.2025)** | | | | | |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Saturday** |
| What did you do yesterday? | Developer 1 | Division of task | Worked on registration | Checked registration with name | Added teachers’ and student registration tabs | Checking if the registration tab works | Addition of the **add student** tab |
| Developer 2 | Division of task | Worked on login | Checked login with name | Added teachers’ and student registration tabs | Checking if the login tab works | Addition of **add teacher** tab |
| Developer 3 | Division of task | Worked on Notice | Prepared tab for notices | Added Principal approval tab | Checking if the notice tab works | Addition of **add payment** tab |
| What will you do today? | Developer 1 | Worked on registration | Checked registration with name | Added teachers’ and student registration tabs | Checking if the registration tab works | Addition of the **add student** tab | Check the **add student** tab |
| Developer 2 | Worked on login | Checked login with name | Added teachers’ and student registration tabs | Checking if the login tab works | Addition of **add teacher** tab | Check the **add teacher** tab |
| Developer 3 | Worked on Notice | Prepared tab for notices | Added Principal approval tab | Checking if the notice tab works | Addition of **add payment** tab | Check the **add payment** tab |
| What (if any) is blocking your progress? | Developer 1 | Delay in communication from the design team | PC hang issue | Team leads change | Lengthy update | No clarity of requirements | Poor connectivity |
| Developer 2 | Design team unresponsiveness | Team leads change | Approval from the senior delayed | Meetings extended | No clarity of requirements | Meeting extended |
| Developer 3 | PC hang issue | Team leads change | Lengthy update | Meetings extended | Dependency on accountant | Unresolved conflicts with team lead. |

**\*END\***