**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 |  |  |
|  |  |  |  |
| **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 ADMINISTRATORI WANT TO BE ABLE TO ADD SCHOOL NOTICESSO 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 ACCOUNTANTI WANT TO ADD PAYMENTS AND FEESSO THAT I CAN MAKE FEES REPORT |
| BV: 200 | CP: 04 |
| Acceptance CriteriaHome pageText box for adding paymentsText box for adding feesTab for report generation |

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| User Story No :3 | Tasks: A03 | Priority: High |
| AS A PRINCIPALI WANT TO ADD ANNOUNCEMENTSSO THAT I CAN PUBLISH ANNOUNCEMENTS |
| BV: 500 | CP: 04 |
| Acceptance CriteriaText box for typing announcementsTab for publish the announcements |

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| User Story No :4 | Tasks: A04 | Priority: High |
| AS A PARENTI WANT TO REGISTER IN VIDYALEKHA APPSO THAT I CAN GET SCHOOL UPDATES |
| BV: 500 | CP: 05 |
| Acceptance CriteriaRegistration screen Text boxes for user name, password, nation id, mobile no, email address, phone numberClick on register buttonSend successful notification to user |

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| User Story No :5 | Tasks: A05 | Priority: High |
| AS A SCHOOL OWNERI WANT TO CHECK THE FEES COLLECTEDSO THAT I CAN VIEW THE SCHOOLS EARNINGS |
| BV: 500 | CP: 02 |
| Acceptance CriteriaSelect ReportsSelect Fees collected ReportsSelect to and from dateSelect Class (can select all)Generate ReportDownload Report in EXCEL |

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| User Story No :6 | Tasks: A06 | Priority: High |
| AS A SCHOOL OWNERI WANT TO CHECK THE TEACHERS PAYMENTSSO THAT I CAN VIEW THE TEACHEERS SALARY |
| BV: 200 | CP: 03 |
| Acceptance CriteriaSelect Teachers tabSelect teacher nameSelect to and from dateSelect payment disbursedGenerate ReportDownload Report in EXCEL |

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| User Story No :7 | Tasks: A07 | Priority: High |
| AS A PARENTI WANT TO SEND FEEDBACKSO THAT I CAN SEND FEEDBACK |
| BV: 200 | CP: 02 |
| Acceptance CriteriaLogin screenSelect feedback tabWrite feedbackSubmit feedback |

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| User Story No :8 | Tasks: A08 | Priority: High |
| AS A PARENTI WANT TO LOGINSO THAT I CAN VIEW STUDENT DATA |
| BV: 500 | CP: 05 |
| Acceptance CriteriaLogin screen Select studentView data |

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| User Story No :9 | Tasks: A09 | Priority: High |
| AS A PARENTI WANT TO LOGINSO THAT I CAN SEE MARKLIST |
| BV: 500 | CP: 05 |
| Acceptance CriteriaLogin screenSelect studentView exam nameView marks |

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| User Story No :10 | Tasks: A010 | Priority: High |
| AS A TEACHERI WANT TO ADD STUDENT MARKSSO THAT I CAN ADD STUDENT MARKS |
| BV: 200 | CP: 03 |
| Acceptance CriteriaSelect exam tabSelect studentSelect subjectAdd marks |

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| User Story No :11 | Tasks: A011 | Priority: High |
| AS A TEACHERI WANT TO ADD STUDENT FEEDBACKSO THAT I CAN ADD STUDENT PERFOAMANCE FEEDBACK |
| BV: 200 | CP: 03 |
| Acceptance CriteriaSelect feedback tabSelect studentAdd feedback |

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| User Story No :12 | Tasks: A012 | Priority: High |
| AS A TEACHERI WANT TO ADD STUDENT ROLE NUMBERSO THAT I CAN ADD STUDENT ROLE NUMBER |
| BV: 100 | CP: 03 |
| Acceptance CriteriaSelect studentAdd role number |

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| User Story No :13 | Tasks: A013 | Priority: High |
| AS AN ACCOUNTANTI WANT TO ADD TEACHERS DATASO THAT I CAN ANALYSE TEACHERS DATA |
| BV: 200 | CP: 04 |
| Acceptance CriteriaHome pageText box for adding teacher |

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| User Story No :14 | Tasks: A014 | Priority: High |
| AS AN ACCOUNTANTI WANT TO ADD TEACHER PAYMENTSSO THAT I CAN ADD TEACHERS PAYMENT |
| BV: 500 | CP: 03 |
| Acceptance CriteriaHome pageSelect teacherText box for adding payments |

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| User Story No :15 | Tasks: A015 | Priority: High |
| AS AN ACCOUNTANTI WANT TO ADD STUDENTS DATASO THAT I CAN ANALYSE STUDENT DATA |
| BV: 200 | CP: 04 |
| Acceptance CriteriaHome pageText box for adding student |

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| User Story No :16 | Tasks: A016 | Priority: High |
| AS AN ACCOUNTANTI WANT TO ADD CLASSESSO THAT I CAN ADD CLASSES |
| BV: 200 | CP: 04 |
| Acceptance CriteriaHome pageText box for adding classes |

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| User Story No :17 | Tasks: A017 | Priority: High |
| AS AN ACCOUNTANTI WANT TO ADD STAFF NAMESSO THAT I CAN ADD STAFF NAMES |
| BV: 500 | CP: 03 |
| Acceptance CriteriaHome pageText box for adding staff names |

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| User Story No :18 | Tasks: A018 | Priority: High |
| AS AN ACCOUNTANTI WANT TO ADD STAFF DESIGNATIONSO THAT I CAN ADD STAFF DESIGNATION |
| BV: 100 | CP: 04 |
| Acceptance CriteriaHome pageTab for selecting staffText box for adding designation |
| User Story No :19 | Tasks: A019 | Priority: High |
| AS AN ACCOUNTANTI WANT TO ADD PAYMENTS AND FEESSO THAT I CAN MAKE FEES REPORT |
| BV: 500 | CP: 05 |
| Acceptance CriteriaHome pageText box for adding paymentsText box for adding feesTab for report generation |

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| User Story No :20 | Tasks: A020 | Priority: High |
| AS AN PRINCIPALI WANT TO ADD TEACHERS PROGRESSSO THAT I CAN GENERATE TEACHERS REPORTS |
| BV: 500 | CP: 05 |
| Acceptance CriteriaHome pageTab for selecting teacherText box for adding reviews |

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| User Story No :21 | Tasks: A021 | Priority: High |
| AS A STUDENTI WANT TO INVITE FRIENDSSO THAT WE CAN SOLVE PAPER TOGETHER |
| BV: 200 | CP: 02 |
| Acceptance CriteriaHome pageTab for viewing students in classTab for selecting name of the studentsTab for selecting the examTab for inviting friend |

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| User Story No :22 | Tasks: A022 | Priority: High |
| AS A TEACHERI WANT TO ADD EXAM QUESTION PAPERSO THAT I CAN TAKE STUDENT EVALUATION |
| BV: 500 | CP: 05 |
| Acceptance CriteriaHome pageTab for selecting classText box for adding questions |

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| User Story No :23 | Tasks: A023 | Priority: High |
| AS A TEACHERI WANT TO VIEW ANSWER SHEETSO THAT I CAN VIEW ANSWERS SUBMITTED |
| BV: 200 | CP: 03 |
| Acceptance CriteriaHome pageTab for viewing classTab for viewing studentTab for viewing answers |

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| User Story No :24 | Tasks: A024 | Priority: High |
| AS A PRINCIPALI WANT TO ASSIGN CLASSES TO THE TEACHERSSO THAT I CAN ASSIGN CLASSES TO CORRESPONDING TEACHERS |
| BV: 500 | CP: 03 |
| Acceptance CriteriaHome pageTab for selecting teachers nameText box for adding class |

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| User Story No :25 | Tasks: A025 | Priority: High |
| AS A PRINCIPALI WANT TO ASSIGN SUBJECTS TO THE TEACHERSO THAT I CAN ASSIGN CORRECT SUBJECT TO THE TEACHER |
| BV: 100 | CP: 02 |
| Acceptance CriteriaHome pageTab for selecting teacherText box for adding subject |

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| User Story No :26 | Tasks: A026 | Priority: High |
| AS A PRINCIPALI WANT TO ADD VISION OF THE SCHOOLSO THAT I CAN ADD WHAT’S THE VISION OF THE SCHOOL |
| BV: 100 | CP: 02 |
| Acceptance CriteriaHome pageText box for adding visionSubmit vision |

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| User Story No :27 | Tasks: A027 | Priority: High |
| AS A PRINCIPALI WANT TO ADD MISSION OF THE SCHOOLSO THAT I CAN ADD WHAT’S THE MISSION OF THE SCHOOL |
| BV: 100 | CP: 02 |
| Acceptance CriteriaHome pageText box for adding missionSubmit mission |

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| User Story No :28 | Tasks: A028 | Priority: High |
| AS A PRINCIPALI WANT TO ADD GOAL OF THE SCHOOLSO THAT I CAN ADD WHAT’S THE GOAL OF THE SCHOOL |
| BV: 100 | CP: 02 |
| Acceptance CriteriaHome pageText box for adding goalSubmit goal |

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| User Story No :29 | Tasks: A029 | Priority: High |
| AS A TEACHERI WANT TO ADD STUDENT ATTENDANCESO THAT I CAN ADD DAILY ATTENDANCE |
| BV: 200 | CP: 02 |
| Acceptance CriteriaHome pageTab for selecting classTab for selecting studentsText box for adding attendanceSubmit attendance |

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| User Story No :30 | Tasks: A030 | Priority: High |
| AS A TEACHERI WANT TO ADD MEETING UPDATESO THAT I CAN CONDUCT MEETING WITH PARENTS |
| BV: 500 | CP: 03 |
| Acceptance CriteriaHome pageTab for selecting classText box for adding meeting dateSubmit date |

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| User Story No :31 | Tasks: A031 | Priority: High |
| AS AN ACCOUNTANTI WANT TO ADD STUDENT EXAM REPORTSO THAT I CAN UPLOAD THE STUDENT PROGRESS REPORT |
| BV: 200 | CP: 02 |
| Acceptance CriteriaHome pageTab for selecting classTab for selecting studentsText box for adding marksSubmit marks |

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| User Story No :32 | Tasks: A032 | Priority: High |
| AS AN ACCOUNTANTI WANT TO ADD TEACHER’S SALARYSO THAT I CAN DISBURSE TEACHER’S SALARY |
| BV: 500 | CP: 02 |
| Acceptance CriteriaHome pageTab for selecting teacherText box for adding salary detailsSubmit salary details |

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| User Story No :33 | Tasks: A033 | Priority: High |
| AS AN ACCOUNTANTI WANT TO ADD TEACHER ATTENDANCESO THAT I CAN GENERATE THEIR ATTENDANCE REPORT |
| BV: 100 | CP: 03 |
| Acceptance CriteriaHome pageTab for selecting teacherText box for adding attendanceSubmit attendance |

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| --- | --- | --- |
| User Story No :34 | Tasks: A034 | Priority: High |
| AS An ACCOUNTANTI WANT TO ADD SCHOOL ASSETSSO THAT I CAN KEEP TRACK OF SCHOOL ASSETS |
| BV: 500 | CP: 04 |
| Acceptance CriteriaHome pageTab for selecting classText box for adding assetsSubmit assets |

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| User Story No :35 | Tasks: A035 | Priority: High |
| AS AN ACCOUNTANTI WANT TO ADD BOOKS IN THE LIBRARYSO THAT I CAN KEEP RECORD OF BOOKS IN THE LIBRARY |
| BV: 200 | CP: 03 |
| Acceptance CriteriaHome pageTab for selecting classText box for adding booksSubmit books |

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| User Story No :36 | Tasks: A036 | Priority: High |
| AS AN ACCOUNTANTI WANT TO ADD COMPUTER NAMES IN THE COMPUTER LABSO THAT I CAN KEEP RECORD OF THE COMPUTERS IN THE COMPUTER LAB |
| BV: 500 | CP: 04 |
| Acceptance CriteriaHome pageText box for adding computer nameSubmit computer name |

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| User Story No :37 | Tasks: A037 | Priority: High |
| AS A PARENTI WANT TO CHANGE MY LOGIN PASSWORDSO THAT I CAN CHANGE THE PASSWORD FOR SECURITY REASONS |
| BV: 200 | CP: 04 |
| Acceptance CriteriaHome pageLogin pageForgot passwordVerify link emailedChange passwordSubmit new password |

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| User Story No :38 | Tasks: A038 | Priority: High |
| AS AN ACCOUNTANTI WANT TO ADD SCHOOL ASSETSSO THAT I CAN KEEP TRACK OF SCHOOL ASSETS |
| BV: 500 | CP: 04 |
| Acceptance CriteriaHome pageTab for selecting classText box for adding assetsSubmit assets |

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| User Story No :39 | Tasks: A039 | Priority: High |
| AS AN ACCOUNTANTI WANT TO ADD SCHOOL ACCOUNT DETAILSSO THAT PARENTS CAN MAKE PAYMENT |
| BV: 200 | CP: 03 |
| Acceptance CriteriaHome pageText box for adding account detailsSubmit account details |

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| User Story No :40 | Tasks: A040 | Priority: High |
| AS A PARENTSI WANT TO ADD PERSONAL ACCOUNT DETAILSSO THAT I CAN MAKE PAYMENT |
| BV: 100 | CP: 03 |
| Acceptance CriteriaHome pageText box for adding account detailsSubmit 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 administratorI want to be able to add school noticesSo 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 accountantI want to add payments and feesSo 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 principalI want to add announcementsSo 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 parentI want to register in Vidyalekha appSo 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 ownerI want to check the fees collectedSo 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 ownerI want to check the teachers’ paymentsSo 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 parentI want to send feedbackSo that I can send feedback | Create widget in the application to type feedback. Submit feedback. | Must | 200 | 2 | 1 |
| USID08 | As a parentI want to loginSo 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 parentI want to loginSo that I can see marklist | Create widget in the application for parent to view the child marks | Must | 100 | 2 |  |
| USID10 | As a teacherI want to add student marksSo 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 teacherI want to add student feedbackSo 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 teacherI want to add student role numberSo 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 accountantI want to add teachers dataSo 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 accountantI want to add teacher paymentsSo 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 accountantI want to add students dataSo 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 accountantI want to add classesSo 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 accountantI want to add staff namesSo 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 accountantI want to add staff designationSo 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 accountantI want to add payments and feesSo 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 principalI WANT TO ADD teachers progressSO 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 studentI WANT TO invite friendsSO 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 teacherI WANT TO ADD exam question paperSO THAT I CAN take student evaluation | Create widget in the applicationFor teacher to add question paper in the application class wise or subject wise | Must | 500 | 5 | 1 |
| USID23 | AS A teacherI WANT TO view answer sheetSO 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 principalI WANT TO assign classes to the teachersSO 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 principalI WANT TO Assign subjects to the teacherSO 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 principalI WANT TO ADD vision of the schoolSO 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 principalI WANT TO ADD mission of the schoolSO 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 principalI WANT TO ADD goal of the schoolSO 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 teacherI WANT TO ADD student attendanceSO 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 teacherI WANT TO ADD meeting updateSO 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 accountantI WANT TO ADD student exam reportSO 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 accountantI WANT TO ADD teacher’s salarySO 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 accountantI WANT TO ADD teacher attendanceSO 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 accountantI WANT TO ADD school assetsSO 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 accountantI WANT TO ADD books in the librarySO 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 accountantI want to add computer names in the computer labSo 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 parentI WANT TO change my login passwordSO 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 accountantI WANT TO ADD school assetsSO 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 accountantI WANT TO ADD school account detailsSO 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 parentsI want to add personal account detailsSo 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 administratorI want to be able to add school noticesSo 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 accountantI want to add payments and feesSo 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 principalI want to add announcementsSo 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 parentI want to register in Vidyalekha appSo 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 ownerI want to check the fees collectedSo 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\***