Agile Live Project Part -2: 'ONDOOR' Online Grocery Store

<u>Document – 1 : Definition Of Done</u>

1. Produced Code for Presumed Functionalities

Acceptance Criteria

- All functionalities described in the user story are implemented in the code.
- Core features, edge cases, and alternate user flows are handled as specified.
- Error handling and validations are implemented where applicable.

Quality Criteria

- Code is modular, adhering to the Single Responsibility Principle (SRP) and other relevant design principles.
- Code passes static analysis tools (e.g., linters, code quality checkers).
- Performance benchmarks for critical functionalities (e.g., response time) are met.

2. Assumptions of User Story Met

Acceptance Criteria

- All assumptions listed in the user story like app is installed, user enters correct credentials etc. are validated and fulfilled.
- Missing or invalid assumptions are clarified with stakeholders and incorporated.

- Documented assumptions are updated based on verification.
- Any gaps between assumptions and implementation are logged and resolved.

3. Project Builds Without Errors

Acceptance Criteria

- The code builds successfully on all targeted platforms without errors.
- Dependencies, libraries, or frameworks are correctly configured.

Quality Criteria

- No build-time warnings unless justified and documented.
- Build processes are automated and integrated.

4. Unit Tests Written and Passing

Acceptance Criteria

- Unit tests cover at least 90% of the implemented functionality (or project-specific threshold).
- Tests validate edge cases, error handling, and business rules.

Quality Criteria

- Tests are repeatable, maintainable, and easy to read.
- All tests run successfully in real environments.

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

Acceptance Criteria

- Code is deployed to a test environment mirroring the production setup.
- Deployment is successful without errors, and configurations match production.

- Deployment scripts are automated to ensure repeatability.
- Any discrepancies between test and production environments are resolved.

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

Acceptance Criteria

- Functionality like login, search, order etc is verified across all devices and browsers specified in the project assumptions.
- Any platform-specific issues are logged, resolved, and re-tested.

Quality Criteria

- Tests cover device-specific performance, layout, and functionality.
- Platform-specific nuances are documented for future testing.

7. Feature Ok-ed by UX Designer

Acceptance Criteria

- The UX designer signs off that the feature adheres to design guidelines and meets usability standards.
- Any feedback from UX reviews is addressed.

Quality Criteria

- The feature is tested for accessibility (e.g., contrast ratios, keyboard navigation).
- User flows and layouts are responsive and functional across devices.

8. QA Performed & Issues Resolved

Acceptance Criteria

- QA team validates the feature against test cases for functionality, performance, and usability.
- All bugs and issues found during QA are resolved, and fixes are verified.

- Comprehensive QA reports are generated for each release cycle.
- Issues are categorized by severity, and high-priority issues are addressed first.

9. Feature Tested Against Acceptance Criteria

Acceptance Criteria

- All acceptance criteria from the user story are met, including functional and non-functional requirements.
- Test results confirm the feature behaves as expected in all scenarios.

Quality Criteria

- Regression testing ensures no adverse impacts on existing functionalities.
- Test coverage includes validation of edge cases and error scenarios.

10. Feature Ok-ed by Product Owner

Acceptance Criteria

- The Product Owner approves the feature after reviewing it against business goals and customer needs.
- Feedback and suggestions are incorporated into the final version.

Quality Criteria

- Feedback loops with the Product Owner are iterative and welldocumented.
- Approval is recorded as part of the sprint closure process.

11. Refactoring Completed

Acceptance Criteria

- Code is optimized for maintainability and adheres to the project's coding standards.
- Refactoring ensures no change in functionality or behaviour.

Quality Criteria

Redundant or obsolete code is removed.

• Refactoring maintains or improves test coverage.

12. Any Configuration or Build Changes Documented

Acceptance Criteria

- All configuration changes, including environment variables or build scripts, are documented.
- Documentation is accessible to all team members and stakeholders.

Quality Criteria

- Changes are detailed, including the purpose, impact, and rollback procedures.
- Documentation is reviewed and updated in real-time.

13. Documentation Updated

Acceptance Criteria

- User-facing documentation reflects the new feature or change.
- Internal documentation includes updated technical specifications and APIs.

Quality Criteria

- Documentation is clear, concise, and adheres to project standards.
- Peer reviews ensure the documentation is complete and accurate.

14. Peer Code Review Performed

Acceptance Criteria

- Code is reviewed by peers for functionality, logic, and adherence to best practices.
- All review comments are resolved before merging into the main branch.

- Reviews follow a checklist to ensure thoroughness (e.g., naming conventions, performance).
- Only approved code is merged, ensuring quality and consistency.

DOCUMENT 2- Product Vision

Scrum Project Name	'ONDOOR' Online Grocery Store	
Venue	Ranchi, Jharkhand	
Date:		
Start Time:	End Time: Duration:	
Stakeholders List	Designation	
Prabhat Singh	Product Owner	
Anil Kumar	PM, XYZ Events Pvt. Ltd.	
Neha Gupta	Event Coordinator, XYZ Events Pvt. Ltd.	
Ram Singh	Administer	
Ramesh Kumar	Regional Administer	
Ravi Singh	IT Head, XYZ Events Pvt. Ltd.	
Raghu Ram	Delivery Boy	
Rekha Kumari	Customer	
Suresh Kumar	Customer	
SCRUM TEAM		
Scrum Master	Ramesh Patel	
Product Owner	Sanjay Verma	
Scrum Developer 1	Amit Kumar, Developer	
Scrum Developer 2	Sunita Devi, Developer	
Scrum Developer 3	Abhishek Sharma, UX/UI Expert	
Scrum Developer 4	Jyoti Kumari, Tester	
Scrum Developer 5	Rajesh Soni, QA Expert	

Vision:_To revolutionize urban grocery shopping by offering a seamless, efficient, and reliable online platform that ensures timely delivery of high-quality goods from local regional stores, saving customers time and effort while enhancing their overall shopping experience.

Target Group	Needs	Product	Value

The product	'Ondoor' provide	'Ondoor' will be	Open up revenue
addresses modern	guarantee safe	on mobile, tablets	stream.
urban, individuals	delivery of top	and desktop	
who are tech-	quality grocery	application.	Be leading online
savvy.	items.		grocery delivery
		Real time tracking,	platform in
Primarly focuses	Customers can	providing 24/7	country.
on like young	receive delivery of	services, and	
professionals,	grocery items	customer support.	Create reputed
busy families, and	within excepted		brand image for
tech-savvy Gen-Z	time with lot	Product feasibility	other business
individuals.	other benefits like	can be complex	opportunities.
	high discounts.	and require	
Secondary focus is		attention in every	
on elderly whose		aspect.	
mobility is limited.			

DOCUMENT - 3: USER STORIES

User Story No. 1	Tasks:3	Priority: HIGHEST
AS A CUSTOMER		
I WANT TO REGISTER IN 'Ondoor' App		
SO THAT I CAN USE THE PLATFORM		
BV:500	CP:05	

ACCEPTANCE CRITERIA

Basic Flow:

User selects the registration option.

User enters their email, phone number, password, and address.

User clicks the "Register" button.

The system validates the information and confirms registration.

User receives a confirmation email or SMS.

Alternative Flow:

If the user prefers, they can register with Google, Facebook, or Apple.

The system retrieves the user's information from the chosen social platform and pre-fills the details.

Exceptional Flow:

If the email or phone number is already in use, the system prompts the user to log in or reset their password.

If required fields are missing or incorrectly formatted, the system displays an error message prompting the user to correct the errors.

User Story No. 2	Tasks:3		Priority: HIGHEST
AS A CUSTOMER			
I WANT TO LOGIN IN 'ONDOOR' APP			
SO THAT I CAN ORDER GROCERY ITEMS			
BV:500		CP:05	

ACCEPTANCE CRITERIA

Basic Flow:

User selects the login option.

User enters their email/phone number and password.

User clicks the "Login" button.

The system verifies the credentials and logs the user in.

Alternative Flow:

If the user forgot their password, they can click "Forgot Password" to reset it.

The system sends a reset link to the user's registered email or phone number.

Exceptional Flow:

If the user enters incorrect credentials, the system displays an error and prompts them to try again.

After multiple failed login attempts, the system may temporarily lock the account or request CAPTCHA verification.

User Story No. 3	Tasks:4	Priority: MEDIUM	
AS A CUSTOMER			
I WANT TO VIEW THE	GROCERY ITEMS		
SO THAT I CAN SELEC	T FOR MY ORDER		
BV:500		CP:02	

Basic Flow:

User searches for and selects a grocery items.

The system displays the products, including item names, descriptions, prices, and availability.

User browses through the catalog, with items categorized (e.gskin care, hygine, fruits, oils etc)

User clicks on an item to see details such as price, options for customization, and nutritional information (if available).

Alternative Flow:

User filters menu items by dietary preference (e.g., vegetarian, vegan, gluten-free) or by popularity.

User sorts the products by price, rating, or preparation time.

If the user has marked favourite items, the system highlights them for quick access.

Exceptional Flow:

If an item becomes unavailable while browsing, the system updates the menu to reflect its unavailability.

If the restaurant is temporarily closed, the system displays a message indicating that orders cannot be placed at this time.

If there is a network issue while loading the menu, the system shows an error message and provides a "Retry" button to reload the menu

User Story No. 4	Tasks:3	Priority: HIGHEST	
AS A CUSTOMER			
I WANT TO AN ORDE	R GROCERY ITEMS		
SO THAT I CAN HAVE	MY ORDERED ITEMS		
BV:1000		CP:013	

ACCEPTANCE CRITERIA

Basic Flow:

User selects a items and views the cart.

User adds items to their cart and adjusts quantities if needed.

User proceeds to the checkout page, reviews the order, and selects "Place Order."

Alternative Flow:

User can add special instructions or requests for specific items User can save items to favourites for easy reordering.

Exceptional Flow:

If an item becomes unavailable during the order, the system notifies the user and removes it from the cart.

If there is an issue with the selected restaurant (e.g., it is closed or no longer delivers to the area), the system notifies the user before proceeding to checkout.

User Story No. 5	Tasks:3	Priority: HIGHEST
AS A CUSTOMER		
I WANT TO MAKE SECURE PAYMENT		
SO THAT I CAN PROCEED THE GROCERY ORDER		
BV:1000	CP:08	

ACCEPTANCE CRITERIA

Basic Flow:

User selects a payment method (credit/debit card, digital wallet, cash on delivery).

User enters payment details (if applicable).

User confirms payment, and the system processes it.

Payment confirmation is displayed, and the order is confirmed.

Alternative Flow:

User selects a saved payment method for quicker checkout.

User applies a discount code or uses a loyalty reward.

Exceptional Flow:

If payment fails, the system displays an error and prompts the user to retry or select another payment method.

If a card is expired or invalid, the system prompts the user to update their details.

User Story No. 6	Tasks:4	Priority: HIGHEST
AS A CUSTOMER		
I WANT TO CANCEL MY C	RDER	
SO THAT I CAN ORDER OTHER GROCERY ITEMS		
BV:500	CP:0)5

ACCEPTANCE CRITERIA

Basic Flow:

User navigates to the "My Orders" section and selects the order they want to cancel.

The system displays the order details, including any applicable cancellation policies or fees.

User confirms cancellation, and the system processes the cancellation request.

If successful, the system updates the order status to "Cancelled" and provides information on any refund (if applicable).

Alternative Flow:

If the order is eligible for free cancellation, the system indicates this to the user before they confirm.

If the user wants to partially cancel specific items, the system allows the user to remove those items (if the restaurant supports partial cancellations).

Exceptional Flow:

If the order has already reached a status where it cannot be canceled (e.g., "Out for Delivery"), the system informs the user that cancellation is no longer possible.

If there is a network issue or technical problem while processing the cancellation, the system displays an error message and allows the user to retry or contact support.

If the cancellation request fails due to a system error or temporary outage, the system provides a contact option for immediate assistance.

User Story No. 7	Tasks:2		Priority: MEDIUM
AS A CUSTOMER			
I WANT TO RATE AND PROVIDE FEEDBACK			
SO THAT I CAN SHARE MY EXPERIENCE			
BV:500	(CP:02	

Basic Flow:

User navigates to the feedback section after the order is completed.

User rates the restaurant and delivery experience using a star rating system and/or written comments.

User submits feedback, and the system confirms receipt.

Alternative Flow:

User can upload photos or select feedback tags (e.g., "On time," "Good packaging").

User may opt to receive a follow-up for detailed feedback if they rated the order poorly.

Exceptional Flow:

If feedback submission fails, the system saves the feedback locally and attempts to resend when a stable connection is available.

If the user tries to submit feedback multiple times, the system prevents duplicate submissions.

User Story No. 8	Tasks:2		Priority: MEDIUM
AS A CUSTOMER			
I WANT TO EDIT BY PROFI	LE		
SO THAT I CAN UPDATE M	IY INFORMATI	ON	
BV:500		CP:02	

Basic Flow:

User navigates to the profile option from settings.

User edits his/her profile as per requirements.

User submits feedback, and the system confirms receipt.

Alternative Flow:

User can update only mandatory fields and skips optional fields.

Exceptional Flow:

If feedback submission fails, the system saves the feedback locally and attempts to resend when a stable connection is available.

If the user tries to submit feedback multiple times, the system prevents duplicate submissions.

User Story No. 9	Tasks:2	Priority: HIGHEST
AS A CUSTOMER		
I WANT TO LOGOUT FRO	M THE APP	
SO THAT I CAN ENSUR MY ACCOUNT'S PRIVACY AND SECURITY		
BV:500	CP:0	8

ACCEPTANCE CRITERIA

Basic Flow:

User selects the "Logout" option from the account settings menu. The system logs the user out and returns them to the login screen.

Alternative Flow:

If the user closes the app without logging out, they remain logged in (persistent session).

Optionally, the user may set up automatic logout after a certain period of inactivity for security.

Exceptional Flow:

If there's a network issue while logging out, the system shows a warning but logs the user out once reconnected.

If the app experiences an error during logout, it logs the user out and provides an option to re-login if needed.

User Story No. 10	Tasks:2		Priority: HIGHEST
AS A DELIVERY BOY			
I WANT TO REGISTER IN 'ONDOOR' APP			
SO THAT I CAN DELIVER ORDERS			
BV:800		CP:02	

ACCEPTANCE CRITERIA

Basic Flow:

User selects the registration option.

User enters their email, phone number, password, and address.

User clicks the "Register" button.

The system validates the information and confirms registration.

User receives a confirmation email or SMS.

Alternative Flow:

If the user prefers, they can register with Google, Facebook, or Apple.

The system retrieves the user's information from the chosen social platform and pre-fills the details.

Exceptional Flow:

If the email or phone number is already in use, the system prompts the user to log in or reset their password.

If required fields are missing or incorrectly formatted, the system displays an error message prompting the user to correct the errors.

User Story No. 11	Tasks:3		Priority: HIGHEST
AS A DELIVERY BOY			
I WANT TO LOGIN IN 'ONDDOR' APP			
SO THAT I CAN ACCESS MY ASSINGMENT AND DELIVIRIES			
BV:500		CP:05	

Basic Flow:

Delivery person selects the login option.

They enter their phone number or email and password.

The system verifies credentials and logs them in, displaying available orders.

Alternative Flow:

If the delivery person forgot their password, they can click "Forgot Password" to reset it via email or SMS.

If they have set up biometric login, they can use it for faster access.

Exceptional Flow:

If incorrect credentials are entered, the system displays an error message and allows a retry.

Multiple failed attempts may trigger a CAPTCHA or temporary lock on the account.

If there is a network issue, the app notifies them and offers a "Retry" option.

User Story No. 12	Tasks:2		Priority: HIGHEST
AS A DELIVERY BOY			
I WANT TO VIEW AVAILABLE ORDERS			
SO THAT I CAN ACCEPT THE ORDERS FOR DELIVERIES			
BV:500		CP:02	

ACCEPTANCE CRITERIA

Basic Flow:

The system displays a list of available orders in the delivery person's area. They review order details, including restaurant location, delivery distance, and estimated earnings.

Delivery person selects an order and confirms acceptance.

The system assigns the order to them and notifies the restaurant and customer.

Alternative Flow:

If multiple orders are available along a similar route, the system may suggest them as a batch to increase efficiency.

The delivery person can mark themselves "unavailable" if they want a break or are temporarily unable to accept new orders.

Exceptional Flow:

If another delivery person accepts the order first, the system notifies them and removes it from their view.

If the system detects a potential route conflict (e.g., overlapping orders), it alerts them to prioritize orders based on delivery times.

User Story No. 13	Tasks:2		Priority: HIGHEST
AS A DELIVERY BOY			
I WANT TO PICKUP ORDERS FROM STORE			
SO THAT I CAN DELIVER THE ORDERS TO CUSTOMERS			
BV:500		CP:02	

ACCEPTANCE CRITERIA

Basic Flow:

After accepting an order, the app provides the restaurant location.

Delivery person confirms arrival at the restaurant and picks up the order, marking it as "Picked Up" in the app.

The app guides them to the customer's location.

They confirm delivery by marking the order as "Delivered" and, if required, collect a COD payment.

Alternative Flow:

If multiple orders are picked up, they can prioritize deliveries based on time and proximity, following in-app routing suggestions.

Delivery person can contact the customer via the in-app call option if additional directions are needed.

Exceptional Flow:

If there is an issue with the order at pickup (e.g., items missing), they can report it immediately to the restaurant or support team.

If the customer is unreachable or unavailable, they follow protocol by attempting to contact them multiple times and reporting the issue.

User Story No. 14	Tasks:2	Priority: HIGHEST
AS A DELIVERY BOY		
I WANT TO UPDATE THE ORDER STATUS		
SO THAT RESTAURANT AT	ND CUSTOMERS CAN TRACI	K THE ORDERS

BV:500 CP:02

ACCEPTANCE CRITERIA

Basic Flow:

Delivery person updates the status to "Picked Up" once the order is collected.

Upon arrival near the customer location, they update the status to "Arriving."

After delivery, they mark the order as "Delivered" in the app.

Alternative Flow:

The app automatically updates the status based on location tracking, showing progress to the customer without manual intervention.

Exceptional Flow:

If the app fails to update the status due to network issues, the system saves the update locally and syncs it once a connection is restored.

If an error occurs when attempting to update, they can contact support to report the issue.

User Story No. 15	Tasks:2		Priority: MEDIUM
AS A DELIVERY BOY			
I WANT TO KNOW THE COD AMOUNT FOR THE ORDERS			
SO THAT I CAN RECEIVE CASH FROM CUSTOMERS			
BV:500		CP:02	

ACCEPTANCE CRITERIA

Basic Flow:

After confirming delivery, the system displays the amount due from the customer.

Delivery person collects the payment and marks the order as "Paid."

The appropriate the amount collected, and the system logs it for receiving

The app confirms the amount collected, and the system logs it for record-keeping.

Alternative Flow:

If the customer has exact change, the app confirms the amount without requiring input.

Exceptional Flow:

If the customer is unable to pay, they follow company policy, which may involve marking the order as "Unpaid" and reporting the issue to support. If the cash payment record fails to log, the app displays a warning to retry or contact support.

User Story No. 16	Tasks:2	Priority:MEDIUM
AS A DELIVERY BOY		
I WANT TO KNOW THE FEEDBACKS FROM CUSTOMERS		
SO THAT I CAN KNOW MY PERFORMANCE		
BV:500	CP:0	02

ACCEPTANCE CRITERIA

Basic Flow:

Delivery person navigates to their profile section to view ratings and customer feedback.

They can see comments and ratings given by customers for each completed delivery.

Alternative Flow:

They may filter feedback by positive or negative ratings to focus on specific areas for improvement.

Exceptional Flow:

If feedback fails to load, the app displays an error and suggests retrying. If feedback is flagged as inappropriate or abusive, they can report it to support for review

User Story No. 17	Tasks:2	Priority: HIGHEST	
AS A DELIVERY BOY			
I WANT TO RAISE ISSUES RELATED TO DELIVERIES AND APP FUNCTIONALITY			
SO THAT I CAN PROVIDE SUPPORT ASSISTANCE			

BV:500 CP:02

ACCEPTANCE CRITERIA:

Basic Flow:

Delivery person goes to the support or help section.

They select the issue category (e.g., payment, delivery, app issue) and describe the problem.

The system logs the issue, and a support agent responds.

Alternative Flow:

For quick resolution, the app suggests solutions for common issues (e.g., how to handle COD discrepancies).

Exceptional Flow:

If the issue submission fails, the app saves the request locally and attempts to send it later.

If the issue requires immediate assistance, it suggests calling the support helpline directly.

User Story No. 18	Tasks:2		Priority: HIGHEST
AS A DELIVERY BOY			
I WANT TO VIEW MY DELIVERY HISTORY AND ERANINGS			
SO THAT I CAN MY INCOME			
BV:500		CP:02	

ACCEPTANCE CRITERIA:

Basic Flow:

Delivery person navigates to the "Reports" section to view completed deliveries and revenue generated over specific periods (daily, weekly, monthly).

They can view total earnings, delivery count, and any tips received.

Alternative Flow:

They can filter reports by day or type (e.g., COD vs. online payment). They may also view estimated taxes or deductions (if applicable).

Exceptional Flow:

If the report fails to load due to an error, the app suggests retrying or waiting for system maintenance.

If revenue data appears incorrect, they can report the discrepancy to support.

User Story No. 19	Tasks:2		Priority: HIGHEST
AS A DELIVERY BOY			
I WANT TO LOGOUT FROM MY ACCOUT			
SO THAT I CAN MAINTAIN MY PRIVACY AND SECURITY			
BV:500		CP:02	

ACCEPTANCE CRITERIA:

Basic Flow:

Delivery person selects the "Logout" option from the app's menu. The app logs them out and redirects to the login screen.

Alternative Flow:

They can choose to be logged out automatically after a period of inactivity for security.

Exceptional Flow:

If logout fails due to a network issue, the app notifies them of the issue and logs them out once the connection is restored.

If the app encounters an error, it clears session data to ensure they're securely logged out.

User Story No. 20	Tasks:3	Priority: HIGHEST
AS A 'ONDOOR' SHOP MANAGER		
I WANT TO REGISTER INTO THE SCRUM FOOD		
SO THAT I CAN ACCESS THE PLATFORM		
BV:500 CP:02		
ACCEPTANCE CRITERIA		

ACCEPTANCE CRITERIA

Basic Flow

The user accesses the registration page.

The user fills in required fields: restaurant name, email, password, phone number, address, etc.

The user submits the form.

The system validates the details and creates a new account.

The system sends a confirmation email to verify the account.

Alternate Flow

If email is already in use: The system displays a message to use a different email.

Exception Flow

If required fields are missing or incorrectly formatted: The system displays an error message and highlights the incorrect fields.

User Story No. 21	Tasks:3		Priority: HIGHEST
AS A 'ONDOOR' SHOP MA	NAGER		
I WANT TO LOGIN INTO THE SCRUM FOOD			
SO THAT I CAN MANAGE MY ORDER DETAILS			
BV:500		CP:02	

ACCEPTANCE CRITERIA

Basic Flow

The user accesses the login page.

The user enters their email and password.

The user submits the form.

The system authenticates the user and redirects them to the dashboard.

Alternate Flow

If the password is forgotten: The user can click "Forgot Password" to reset it.

Exception Flow

If login details are incorrect: The system displays an error message, allowing the user to retry.

User Story No. 22 Tasks:3 Priority: HIGHEST

AS A 'ONDOOR' SHOP MANAGER

I WANT TO VIEW ORDERS PLACED BY CUSTOMERS

SO THAT I CAN PREPARE THEM ACCORDINGLY

BV:500 CP:02

ACCEPTANCE CRITERIA

Basic Flow

The user accesses the "View Orders" section.

The system displays a list of current and past orders with details (order items, customer information, delivery status).

The user can filter orders by status (pending, in-progress, completed).

Alternate Flow

If there are no orders: The system displays a message indicating no orders are available.

Exception Flow

If an order retrieval fails: The system displays an error message and suggests retrying.

User Story No. 23	Tasks:3		Priority: HIGHEST
AS A 'ONDOOR' SHOP MANAGER			
I WANT TO VIEW PAYMENT DETAILS			
SO THAT I CAN PROCEED WITH ORDERS ACCORDINGLY			
BV:500		CP:02	

ACCEPTANCE CRITERIA

Basic Flow

The customer completes the order and chooses a payment method (credit card, digital wallet, or cash).

The system processes the payment.

The payment status updates to "Paid" in the order history.

Alternate Flow

If the customer chooses cash: The delivery personnel collects payment upon delivery, and the status is updated manually.

Exception Flow

If payment fails: The system displays a message allowing the customer to retry or choose a different payment method.

User Story No. 24	Tasks:3		Priority: HIGHEST
AS A 'ONDOOR' SHOP MANAGER			
I WANT DELIVERY PERSONNEL TO CONFIRM THE ORDER			
SO THAT I CAN TRACK THE COMPLETION OF EACH ORDER			
BV:500		CP:02	

ACCEPTANCE CRITERIA

Basic Flow

The delivery personnel receives the order details on their device.

After delivery, they mark the order as "Delivered" in the system.

The system updates the order status for the restaurant and customer to "Delivered".

Alternate Flow

If the customer is unavailable: The delivery personnel can mark the order as "Customer Unavailable" and attempt redelivery later.

Exception Flow

If the confirmation fails due to connectivity issues: The system retries when back online or alerts the personnel.

User Story No. 25	Tasks:3 Priority: MEDIUM			
AS A 'ONDOOR' SHOP MA	AS A 'ONDOOR' SHOP MANAGER			
I WANT TO VIEW CUSTOM	ERS FEEDBAC	K		
SO THAT I CAN IMPROVE S	SO THAT I CAN IMPROVE SERVICE AND QUALITY			
BV:500 CP:02				
ACCEPTANCE CRITERIA				
Basic Flow				

The user navigates to the "Feedback" section.

The system displays feedback with ratings, comments, and order details.

The user can filter by rating, date, or keywords.

Alternate Flow

If no feedback exists: The system displays a message stating there is no feedback yet.

Exception Flow

If feedback retrieval fails: The system displays an error and suggests refreshing the page.

User Story No. 26	Tasks:3	Priority: MEDIUM	
AS A 'ONDOOR' SHOP MANAGER			
I WANT TO RAISE ISSUES REGARDING ORDER DELIVERY AND PAYMENT			
SO THAT I CAN GET ASSISTANCE			
BV:500	(CP:02	

ACCEPTANCE CRITERIA

Basic Flow

The user navigates to the "Support" or "Raise Issue" section.

The user selects an issue type (Order, Payment, Delivery) and provides details.

The system submits the issue and confirms receipt.

Support team contacts the user for resolution.

Alternate Flow

If the user's issue has predefined FAQs: The system suggests possible solutions before submitting the issue.

Exception Flow

If issue submission fails: The system displays an error and suggests retrying.

User Story No. 27 Tasks:3 Priority: MEDIUM

AS A 'ONDOOR' SHOP MANAGER

I WANT TO VIEW REVENUE STATISTICS

SO THAT I CAN MONITOR MY RESTAURANT'S ECONIMIC CONDITIONS

BV:500 CP:02

ACCEPTANCE CRITERIA

Basic Flow

The user navigates to the "Revenue" section.

The system displays revenue data (daily, weekly, monthly), with charts and order totals.

The user can filter the data by custom date ranges or categories (online, cash, or card payments).

Alternate Flow

If no revenue data exists for the selected range: The system displays "No data available" for the chosen period.

Exception Flow

If revenue data retrieval fails: The system displays an error and suggests refreshing.

User Story No. 28 Tasks:3 Priority: MEDIUM

AS A 'ONDOOR' SHOP MANAGER
I WANT TO LOGOUT FROM THE PLATFORM

SO THAT I CAN SECURE MY PRIVACY AND PLATFORM

BV:500 CP:02

ACCEPTANCE CRITERIA

Basic Flow

The user clicks the "Logout" button.

The system logs the user out and redirects them to the login page.

Alternate Flow

If the user closes the application without logging out: The system auto-logs the user out after a specified period.

Exception Flow

If the logout request fails: The system displays an error message and prompts the user to retry.

User Story No. 29	Tasks:3		Priority: HIGHEST
AS A ADMIN			
I WANT TO REGISTER THE PLATFORM			
SO THAT I CAN MANAGE AND MONITOR THE ASSIGNMENT			
BV:500		CP:02	

ACCEPTANCE CRITERIA

Basic Flow

The admin navigates to the registration page.

The admin enters details such as name, contact information, assigned region, and sets a password.

The admin submits the registration form.

The system verifies the details and creates an account.

Confirmation Message: The admin receives a confirmation message and can now log in.

Alternate Flow

If some required fields are left blank, the system displays an error message prompting the admin to complete all fields.

Exceptional Flow

If the admin is already registered, the system displays an error indicating an existing account. The admin can choose to recover their account if needed

User Story No. 30	Tasks:3		Priority: HIGHEST
AS A ADMIN	•		
I WANT TO LOGIN IN T	HE PLATFORM		
SO THAT I CAN ACCESS	SO THAT I CAN ACCESS THE PLATFORM		
BV:500		CP:02	
ACCEPTANCE CRITERIA			
Basic Flow			
The admin navigates to the login page.			

The admin enters their email and password.

The admin submits the login form.

The system verifies the credentials.

The admin is directed to the dashboard.

Alternate Flow

If the admin forgets their password, they can select "Forgot Password" to receive a reset link.

Exceptional Flow

If the credentials are incorrect, the system displays an error message prompting the admin to re-enter them

User Story No. 31	Tasks:3	Priority: HIGHEST	
AS A ADMIN			
I WANT TO VIEW AND TRACK ALL ORDERS IN MY AREA			
SO THAT I CAN TRACK DELIVERIES AND ADDRESS ANY ISSUES			
BV:500		CP:02	

ACCEPTANCE CRITERIA

Basic Flow

The admin logs in and navigates to the "Orders" section.

The admin filters orders by status to view active ones.

The admin reviews each order's real-time status (e.g., placed, preparing, out for delivery).

If an order is delayed, the admin contacts the delivery person or restaurant.

Alternate Flow

If an order has no delivery person assigned, the admin assigns it manually.

Exceptional Flow

If the status fails to update, the admin receives an error and can escalate to support for manual intervention.

User Story No. 32	Tasks:3	Priority: HIGHEST	
AS A ADMIN			
I WANT TO VIEW CUSTOMERS REVIEW AND FEEDBACK			

SO THAT I CAN ADDRESS ISSUES RELATED TO DELIVERIES

BV:500 CP:02

ACCEPTANCE CRITERIA

Basic Flow

The admin logs in and navigates to the "Feedback" section.

The admin filters feedback by rating or keywords (e.g., "late" or "cold food").

The admin reviews and marks each feedback as "addressed" or escalates negative feedback.

The admin contacts customers directly if needed or initiates a refund if appropriate.

Alternate Flow

Positive feedback is marked automatically, and the admin may acknowledge it by sending a thank-you message.

Exceptional Flow

If the feedback details are unclear or duplicated, the admin can flag it for investigation.

User Story No. 33	Tasks:3	Priority: HIGHEST	
AS A ADMIN			
I WANT TO MANAGE THE REGIONAL DELIVERY BOYS			
SO THAT I CAN MANAGE TIMELY DELIVERIES			

BV:500 CP:02

ACCEPTANCE CRITERIA

Basic Flow

The admin logs in and selects the "Delivery Personnel" section.

The admin clicks "Add New" and fills in the form with name, contact, and availability.

The form is submitted, and the system confirms the addition.

The delivery person receives credentials and access instructions.

Alternate Flow

If details need updating (e.g., address), the admin edits the delivery person's profile and submits the change.

Exceptional Flow

If the admin tries to add a delivery person already in the system, they are alerted of the duplicate.

User Story No. 34	Tasks:3		Priority: HIGHEST
AS A ADMIN			
I WANT TO MANAGE THE REGIONAL SHOPS			
SO THAT I CAN PROVIDE VARITY OF GROCERY OPTIONS TO CUSTOMERS			
BV:500		CP:02	

ACCEPTANCE CRITERIA

Basic Flow

The admin logs in and selects "SHOPS."

The admin clicks "Add New," fills in the shop's details, and uploads a categories.

The admin submits the form, and the shops profile is created.

The shops is notified and added to the list of available options.

Alternate Flow

The admin edits shops information like categories or hours, submits, and sees the updated profile.

Exceptional Flow

If the shops already exists, the system displays a duplicate error.

User Story No. 35	Tasks:3		Priority: HIGHEST
AS A ADMIN			
I WANT TO VIEW REVENUE GENERATED IN MY REGION			
SO THAT I CAN ADDRESS THE FINANCIAL PERFORMANCE			
BV:500		CP:02	

ACCEPTANCE CRITERIA

Basic Flow

The admin logs in and selects "Revenue."

The admin chooses a date range (e.g., weekly or monthly).

The system generates a revenue report for the region.

The admin reviews revenue and can download it.

Alternate Flow

The admin can filter revenue by individual shops for detailed insights.

Exceptional Flow

If no revenue data exists for the period, the system displays a "No Data" message.

User Story No. 36	Tasks:3		Priority: HIGHEST
AS A ADMIN			
I WANT TO VIEW REVIEW AND APPROVE OR DENY FUND REQUEST			
SO THAT I CAN ADDRESS ORDERS ISSUES FAIRLY			
BV:500		CP:02	

ACCEPTANCE CRITERIA

Basic Flow

The admin logs in and navigates to "Refunds."

The admin reviews refund requests and relevant order details.

The admin approves or denies each request.

The customer is notified of the decision.

Alternate Flow

The admin may request additional details from the customer before approving.

Exceptional Flow

If the refund system fails, the admin receives an error and escalates to technical support.

Basic Flow						
ACCEPTANCE CRITERIA						
BV:500 CP:05						
SO THAT I CAN MAINTAIN THE RECORDS AND ADDRESS ANY DISPUTES						
I WANT TO VIEW PAYMENTS MADE TO ALL THE RESTAURANTS						
AS A ADMIN						
User Story No. 37	Tasks:3		Priority: MEDIUM			

The admin logs in and navigates to "Payments."

The admin chooses a restaurant to view payment history.

The system displays payments made for the specified period.

The admin downloads a report if needed.

Alternate Flow

The admin filters payment history by date to narrow down the search.

Exceptional Flow

If no payment data exists, the system displays a "No Payment Records Found" message.

User Story No.38	Tasks:3		Priority: MEDIUM		
AS A ADMIN					
I WANT TO LOGOUT FROM THE PLATFORM					
SO THAT I CAN MAINTAIN THE SECURITY AND PRIVACY OF MY ACCOUNT					
BV:500		CP:05			

ACCEPTANCE CRITERIA

Basic Flow

The admin clicks "Logout" in the account menu.

The admin is asked to confirm.

The admin is logged out and redirected to the login page.

Alternate Flow

If inactive, the system logs the admin out automatically after a set period.

Exceptional Flow

If the logout fails, the admin receives an error and can close the app manually for security.

User Story No.39	Tasks:3	Priority: HIGHEST
OSCI Story NO.SS	103N3.3	I Honey, Indited

AS A BUSINESS OWNER
I WANT TO LOGIN IN THE PLATFORM
SO THAT I CAN ACCESS THE PLATFORM

BV:500 CP:05

ACCEPTANCE CRITERIA

Basic Flow

Business owner selects the login option.

Owner enters their email/phone number and password.

Owner clicks the "Login" button.

The system verifies the credentials and logs the user in.

Alternative Flow:

If the user forgot their password, they can click "Forgot Password" to reset it.

The system sends a reset link to the user's registered email or phone number.

Exceptional Flow:

If the user enters incorrect credentials, the system displays an error and prompts them to try again.

After multiple failed login attempts, the system may temporarily lock the account or request CAPTCHA verification.

	User Story No.40	Tasks:3		Priority: MEDIUM	
	AS A BUSINESS OWNER				
	I WANT TO VIEW AND RESOLVE ISSUES				
	SO THAT I CAN ENSURE SMOOTH OPERATIONS				
BV:400 CP:04					

ACCEPTANCE CRITERIA

Basic Flow

Navigate to the "Issues" section.

View a list of reported issues.

Select an issue to see details.

Take action (e.g., resolve, assign, escalate).

Mark the issue as resolved or add notes.

Alternative Flow:

No Issues Found:

If no issues are present, display: "No issues reported at the moment." Return to the dashboard.

Exceptional Flow:

If an action cannot be completed due to a system error, display: "Unable to process the request. Please try again later."

Retry or contact support if the issue persists.

User Story No.41	Tasks:3		Priority: MEDIUM		
AS A BUSINESS OWNER					
I WANT TO VIEW AND ANALYSE REPORTS					
SO THAT I CAN TRACK SALES DELIVERIES AND OTHER MTRICS					
BV:400		CP:04			

ACCEPTANCE CRITERIA

Basic Flow:

Navigate to the "Reports" section.

Choose a report type (e.g., sales, deliveries).

Filter data as needed (e.g., by date, region).

View or download the report.

Alternative Flow:

Custom Filters:

Apply specific filters to focus on key metrics.

The system dynamically updates the displayed data.

Exceptional Flow:

If the report fails to load, display: "Error generating the report. Please retry." Retry or report the issue to support.

User Story No.42	Tasks:3	Priority: HIGHEST			
AS A BUSINESS OWNER					
I WANT TO UPDATE PAYMENT FOR SHOPS AND DELIVERY PERSONNELS					
SO THAT FINANCIAL TRANSACTIONS ARE UPDATED AND ACCURATE					
BV:500 CP:0					
ACCEPTANCE CRITERIA					

Basic Flow:

Navigate to the "Payments" section.

Select "Shops" or "Delivery Personnel."

View pending payments.

Update the payment status (e.g., mark as paid or pending).

Confirm updates, which are logged by the system.

Alternative Flow:

Partial Update:

Update payments for only a subset of entries.

Confirm updates, and the system logs the changes.

Exceptional Flow:

If an update fails, display: "Error updating payment. Please retry." Retry or escalate the issue to technical support.

User Story No.43	Tasks:3		Priority: HIGHEST		
AS A BUSINESS OWNER					
I WANT TO LOGOUT FROM THE PLATFORM					
SO THAT I CAN MAINTAIN THE SECURITY AND PRIVACY OF MY ACCOUNT					
BV:500		CP:0			

ACCEPTANCE CRITERIA

Basic Flow

The admin clicks "Logout" in the account menu.

The admin is asked to confirm.

The admin is logged out and redirected to the login page.

Alternate Flow

If inactive, the system logs the admin out automatically after a set period.

Exceptional Flow

If the logout fails, the admin receives an error and can close the app manually for security.

DOCUMENT-4: AGILE PO EXPERIENCE

As a product owner (PO) for a online grocery store 'Ondoor', I have had the opportunity to be deeply involved in a various aspects of a agile product development.

Following are the responsibilities of PO in a project

Market Analysis: As a PO I analysed of market need/demand. Searched availability of similar products in the market

Enterprise Analysis: Due diligence on the market opportunity. I Collaborated with stakeholders to understand customer needs and market trends. Aligned product strategies with organizational goals.

Product Vision and Roadmap: Defined product vision keeping the need analysis in mind. Created a roadmap balancing short-term goals (e.g., real-time inventory) and long-term objectives (e.g., Al recommendations).

Managing Product Features: Managed the features by managing stakeholder expectations and prioritizing needs. Prioritization of the epics, stories, and features based on criticality and ROI involved. Used technique like MOSCOW.

Managing Product Backlog: Prioritised of user stories and maintained a transparent, well-groomed backlog with clear user stories. Reprioritization based on stakeholders' needs. Regularly refined and prioritized backlog items based on evolving needs.

Managing Overall Iteration Progress: I reviewed sprint progress. Reprioritised the sprints and epics if needed. Communicated updates, gathered feedback in sprint reviews, and improved processes through retrospectives with Business Analyst.

- ❖ From this project I have learned how to handle sprint meetings such as Sprint planning meeting, Daily scrum meeting, Sprint review meeting Sprint retrospective meeting and Backlog refinement meeting.
- Also, User stories creation and what things will be included in user stories such as Story no, Tasks, Priority, Acceptance criteria, BV & CP value

- ❖ In Scrum, a product owner serves as the liaison between multiple areas of an organization. This person communicates with business stakeholders and collaborates closely with Scrum teams to keep all areas of the business informed on a project's development.
- ❖ The product owner develops 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 WITH THEIR CHARTS

PRODUCT BACKLOG

User	User stories	Tasks	Priority	BV	СР	Sprint
story						
ID						
UC001	As a customer I want to register in 'ondoor' app so that I can use the app	Create registration form (2 CP) Implement backend API for signup (2 CP)	Highest	500	05	01
		Validate user input(1CP)				
UC002	As a customer I want to login so that I can order items from app.	Create login form(2CP) Implement backend API for login(2CP)	HIGHEST	500	05	01
		Add session management(1CP)				
UC003	As a customer I want to view different grocery categories so that I select my orders	Design category page UI (2CP)	MEDIUM	400	04	02
		Fetch categories from database(2CP)				

UC004	As a customer I want to place orders so that I can have my orders	Create order placement form(2CP)	HIGHEST	500	04	02
		Implement order API (2 CP)				
UC005	As a customer I want to make payment so that I can proceed my orders	Integrate payment gateway (2CP0 Implement payment	HIGHEST	500	06	03
		confirmation(1CP)				
UC006	As a customer I want to cancel my orders so that I can order other things	Add cancel order button (1 CP) Implement cancel	HIGHEST	500	05	03
		order API (2CP)				
UC007	As a customer I want to rate and provide feedback so that I can share my experience	Add rating stars to UI (2 CP)	MEDIUM	400	04	04
		Implement feedback submission API (2 CP)				
UC008	As a customer I want to edit my profile so that I can update my details	Design profile edit form (2 CP)	LOW	300	03	04
		Implement profile update API (1CP)				
UC009	As a customer I want to get notifications so that I can track my orders	Design tracking page UI (2CP) Implement SMS API (1 CP)	MEDIUM	400	04	05
		Fetch real-time order status (1CP)				
UC010	As a customer I want to logout so that I ensure my accounts privacy and	Add logout button (2CP)	HIGHEST	500	05	05
	security	Clear session/logout backend call (3 CP)				
UCO11	As a delivery boy, I want to register with my details so	Design registration UI (2 CP)	HIGHEST	500	05	01

	that I can use the application.	Implement backend API for registration (2 CP) Integrate validation for user data (1 CP)				
UC012	As a delivery boy, I want to log in so that I can access my dashboard.	Build login UI (1 CP) Create API for authentication (1 CP) Add session management (1 CP)	HIGHEST	500	03	01
UC013	As a delivery boy, I want to view pending orders so that I can choose which to accept.	Create UI for order listing (2 CP) Fetch order data from server (2 CP) Display order details dynamically (2 CP)	MEDIUM	400	06	02
UC014	As a delivery boy, I want to accept orders so that I can proceed with pickups.	Add UI for order selection (3 CP) Implement backend update for order status (3 CP) Notification on successful acceptance (2 CP)	HIGHEST	500	08	02
UC015	As a delivery boy, I want to update the status when picking up and delivering	Build pickup and delivery status UI (3 CP) Update backend for status changes (4 CP) Push notifications to customers (3 CP)	MEDIUM	400	07	03
UC016	As a delivery boy, I want to update my status (e.g., available or busy).	Create status toggle UI (1 CP) Sync status with the server (3 CP)	MEDIUM	400	04	03
UC017	As a delivery boy, I want to confirm cash payments to close the delivery loop.	Add UI for payment confirmation (2 CP) Update backend for payment records (3 CP)	LOW	300	05	04

UC018	As a delivery how I want to	Create feedback	MEDIUM	400	03	04
00018	As a delivery boy, I want to		INIEDIOINI	400	03	04
	view customer feedback so	display UI (2 CP)				
	that I can improve my	Fetch feedback from				
	service.	the server (1 CP)				
UC019	As a delivery boy, I want to	Build UI for delivery	MEDIUM	400	05	05
	see my past deliveries for	history (2 CP)				
	reference.	Fetch and display				
		delivery data (3 CP)				
UC020	As a delivery boy, I want to	Design revenue chart	MEDIUM	400	07	05
	see the revenue I have	UI (3 CP)				
	generated over time.	Fetch revenue data				
		from the server (3 CP)				
		Display revenue trends				
		dynamically (1 CP)				
UC021	As a delivery boy, I want to	Implement logout	LOW	300	02	05
	log out so that I can secure	functionality (1 CP)				
	my account.	Redirect to login page				
		on logout (1 CP)				

SPRINT BACKLOG

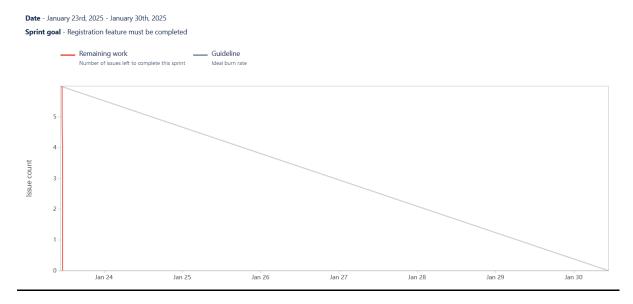
User story ID	User stories	Tasks	Owner	Status	Estimated Effort
UC001	As a customer I want to register in 'ondoor' app so that I can use the app	Create registration form (2 CP) Implement backend API for signup (2 CP) Validate user input(1CP)	Prabhat Singh	Completed	05
UC002	As a customer I want to login so that I can order items from app.	Create login form(2CP) Implement backend API for login(2CP) Add session management(1CP)	Prabhat Singh	Completed	05

UC003	As a customer I want to view different grocery categories so that I	Design category page UI (2CP)	Prabhat Singh	Completed	04
	select my orders	Fetch categories from database(2CP)			
UC004	As a customer I want to place orders so that I can have my orders	Create order placement form(2CP) Implement order API (2 CP)	Prabhat Singh	Completed	04
UC005	As a customer I want to make payment so that I can proceed my orders	Integrate payment gateway (2CP0 Implement payment confirmation(1CP)	Prabhat Singh	Completed	03
UC006	As a customer I want to cancel my orders so that I can order other things	Add cancel order button (1 CP) Implement cancel order API (2CP)	Prabhat Singh	Completed	03
UC007	As a customer I want to rate and provide feedback so that I can share my experience	Add rating stars to UI (2 CP) Implement feedback submission API (2 CP)	Prabhat Singh	Completed	04
UC008	As a customer I want to edit my profile so that I can update my details	Design profile edit form (2 CP) Implement profile update API (1CP)	Prabhat Singh	Pending	03
UC009	As a customer I want to get notifications so that I can track my orders	Design tracking page UI (2CP) Implement SMS API (1 CP) Fetch real-time order status (1CP)	Prabhat Singh	Completed	04
UC010	As a customer I want to logout so that I ensure	Add logout button (2CP)	Prabhat Singh	Pending	05

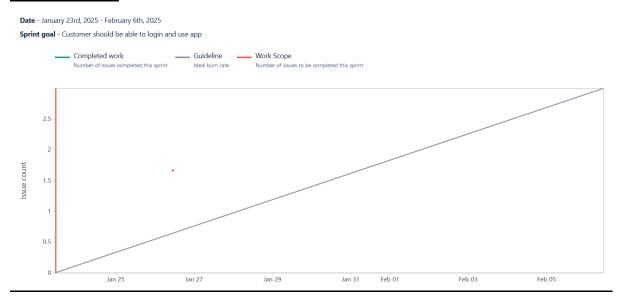
	my accounts privacy and security	Clear session/logout backend call (3 CP)			
UCO11	As a delivery boy, I want to register with my details so that I can use the application.	Design registration UI (2 CP) Implement backend API for registration (2 CP) Integrate validation for user data (1 CP)	Prabhat Singh	Completed	05
UC012	As a delivery boy, I want to log in so that I can access my dashboard.	Build login UI (1 CP) Create API for authentication (1 CP) Add session management (1 CP)	Prabhat Singh	Pending	03
UC013	As a delivery boy, I want to view pending orders so that I can choose which to accept.	Create UI for order listing (2 CP) Fetch order data from server (2 CP) Display order details dynamically (2 CP)	Prabhat Singh	Completed	06
UC014	As a delivery boy, I want to accept orders so that I can proceed with pickups.	Add UI for order selection (3 CP) Implement backend update for order status (3 CP) Notification on successful acceptance (2 CP)	Prabhat Singh	Completed0	08
UC015	As a delivery boy, I want to update the status when picking up and delivering	Build pickup and delivery status UI (3 CP) Update backend for status changes (4 CP) Push notifications to customers (3 CP)	Prabhat Singh	Pending	10
UC016	As a delivery boy, I want to update my status (e.g., available or busy).	Create status toggle UI (1 CP) Sync status with the server (3 CP)	Prabhat Singh	Completed	04

UC017	As a delivery boy, I want	Add UI for payment	Prabhat	Completed	05
	to confirm cash	confirmation (2 CP)	Singh		
	payments to close the	Update backend for			
	delivery loop.	payment records (3			
		CP)			
UC018	As a delivery boy, I want	Create feedback	Prabhat	Completed	03
	to view customer	display UI (2 CP)	Singh		
	feedback so that I can	Fetch feedback from			
	improve my service.	the server (1 CP)			
UC019	As a delivery boy, I want	Build UI for delivery	Prabhat	Pending	05
	to see my past deliveries	history (2 CP)	Singh		
	for reference.	Fetch and display			
		delivery data (3 CP)			
UC020	As a delivery boy, I want	Design revenue chart	Prabhat	Completed	07
	to see the revenue I	UI (3 CP)	Singh		
	have generated over	Fetch revenue data			
	time.	from the server (3			
		CP)			
		Display revenue			
		trends dynamically (1			
		CP)			
UC021	As a delivery boy, I want	Implement logout	Prabhat	Completed	02
	to log out so that I can	functionality (1 CP)	Singh		
	secure my account.	Redirect to login page			
		on logout (1 CP)			

Sprint Burndown Chart-



Burnup Chart-



<u>Bur</u>

DOCUMENT- 6: SPRINT MEETINGS

Meeting Type- 1: Sprint Planning Meeting

Date	03/01/2025	
Time	10:00 AM	
Location	Zoom	
Prepared By	Ramesh Patel (Scrum Master)	
Attendees	Sanjay Verma (Product Owner)	
	Development Team – Amit Kumar, Sunita Devi,	
	Abhishek Sharma, Jyoti Kumari,	
	Rajesh Soni	

Agenda Topics

Topic	Presenter	Time Allotted
Sprint Goal Discussion	Product Owner	15-20 minutes
Backlog Review	Product Owner	20-30 minutes
Task Estimation	Development Team	30-45 minutes
Sprint Backlog Creation	Development Team	20-30 minutes
Dependencies and Risks	Development Team	15-20 minutes
Discussion		

Confirm Sprint	Scrum Master	10 minutes
Commitment		

Other Information

Observer	Business Owner, Marketing Manager, Admin, Quality Team
Resources	Documents like BRD, FRD, SRS, UML Diagrams Tools like Jira, Ms Axure, Ms Visio, Ms word, Ms Excel, Ms Power Point, Zoom
Special Notes	The Product Owner must ensure that all user stories in the backlog are "ready". The Scrum Master should timebox each agenda item. The team should flag and discuss any potential risks. The Scrum Master should circulate a summary of the sprint plan.

Meeting Type – 2 : Sprint Review Meeting

Date	10/01/2025	
Time	10:00	
Location	Zoom	
Prepared By	Ramesh Patel (Scrum Master)	
Attendees	Development Team – Amit Kumar, Sunita Devi,	
Abhishek Sharma, Jyoti Kumari,		
Rajesh Soni		

Sprint Status	Things to do	Quick Update	What's Next
Review the	Showcase	Share issues,	Present upcoming
sprint goal.	completed work	challenges, and	priorities
		lessons learned.	
Completed	Update new	Discuss resolved	Potential changes to
backlog	features and	blockers and any	the roadmap.
items, and	bug fixes.	work in progress.	
overall			
progress			
Highlight	Focus on user-		Focus areas for the
what was	visible changes.		next sprint.

delivered and		
what was not		

Meeting Type – 3 : Sprint Retrospective Meeting

Date	24/01/2025			
Time	10:00 AM			
Location	Zoom			
Prepared By	Ramesh Patel (Scrum Master)			
Attendees	Development Team – Amit Kumar, Sunita Devi,			
	Abhishek Sharma, Jyoti Kumari,			
	Rajesh Soni			

Agenda	What went Well	What didn't go well	Questions	Reference
Welcome and set the	Achieved on-	Some deliveries	How can we	Sprint Goal
context for the	time completion	exceeded	improve sprint	Documentation.
retrospective.	of prioritized	promised	planning to	
	user stories.	timelines due to	account for	
		API downtime.	regional	
			complexities?	
Discuss sprint metrics	Seamless	Few critical	What	Project Roadmap
such as velocity,	communication	issues surfaced	processes can	
completed stories,	between	after	we implement	
bugs resolved	developers and	deployment.	to reduce	
	QA teams.		delivery	
			delays?	
Share positive	Positive	High workload	How do we	Scrum Guidelines
achievements, team	feedback from	led to reduced	balance	
efforts, and	early adopters in	team morale in	workload to	
successful processes.	pilot cities.	the final sprint	prevent	
		week.	burnout during	
			high-stakes	
			releases?	
Reflect on challenges,	Successful		Are there tools	Bug Reports &
roadblocks, or	integration of		or resources	Feedback
processes that didn't	regional store		needed to	Summary
work as expected.	APIs for faster		enhance	
			development	

	delivery	and testing	
	tracking.	efficiency?	
Brainstorm		How can we	
actionable items to		better	
address issues and		incorporate	
improve processes.		customer	
		feedback into	
		ongoing	
		sprints?	
Wrap-Up and Action			
Items			

Meeting Type – 4 : Daily Stand-up Meeting

Question	Name/R	Week 1 (03	Week 1 (03/01/2025 – 10/01/2025)					
S	ole							
		Mon	Tues	Wed	Thu	Fri	Sat	Sun
What did you do yesterda y?	Amit Kumar	Set up the regional store database schema	Start building the API	Updated progress	Develope d a basic API for fetching inventory	Enhanc e the API to include filtering and sorting	Review code	Reviewe d code
	Sunita Devi	Designed the UI mock-up	Start integrati ng UI with backend APIs.	Updated progress	Integrated a partial product listing UI with static backend data.	Work on adding paginati on	Start styling the cart	Assist in testing the app
	Rajesh Soni	Researche d delivery slot	Write initial code for delivery slot	Updated progress	Implemen ted an initial version	Debug failed test cases and refine the logic.	Test the entire checko ut flow	Work on optimizin g delivery slot

What will you do today?	Amit Kumar	Start building the API	Share updates on progress	Develop ed a basic API for fetching inventor y	Enhance the API to include filtering and sorting	Review code	Review ed code	Prepare docume ntation
	Sunita Devi	Start integratin g UI with backend APIs.	Share updates on progress	Integrate d a partial product listing UI with static backend data.	Work on adding paginatio n	Start styling the cart	Assist in testing the app	Review the UI
	Rajesh Soni	Write initial code for delivery slot	Share updates on progress	Impleme nted an initial version	Debug failed test cases and refine the logic.	Test the entire checko ut flow	Work on optimizi ng delivery slot	Assist with final app testing
What is blocking your progress ?	Amit Kumar	None		Pending approval for the regional IDs.	None	None	None	None
	Sunita Devi,	Waiting for final UI from the design team.		Facing CORS issues while fetching data from the API.	None	Waiting for feedbac k on UI mockup s	None	None
	Rajesh Soni	Need confirmati on on delivery zones		Need sample test data for	None	None	None	None

ļ		accurate		
ļ		testing.		