**Nurturing Process – Agile Deliverables**

**AI-Driven Moderation Enhancer - Agile Documents**

**Document 1:** **Definition of Done**

Definition of Done (DoD) is a technique described in the Agile Extension to the BABOK® Guide v2.

* It represents a list of criteria that must be fulfilled before a backlog item is considered complete.
* The DoD must be:
  + Well-defined
  + Unambiguous
  + Measurable
  + Agreed-upon by the team
  + Shared and visible to all team members
* The best way to represent DoD is through a checklist.
* This checklist should demonstrate the agreed-upon value and quality of a user story.
* The checklist must include:
  + Acceptance criteria – to satisfy customer requirements.
  + Quality criteria – to meet the product's quality standards.
* The Definition of Done can be applied at different levels of Agile project work, including:
  + User Story Level
  + Sprint Level
  + Release Level

**Definition of Done Checklist – User Story Level**

* Code is produced for the intended functionality.
* All assumptions related to the User Story are fulfilled.
* Acceptance criteria are satisfied and reviewed by the Product Owner.
* Project builds without errors.
* Unit tests are written and passing.
* Project is deployed on a test environment identical to production.
* Tests across devices/browsers listed in assumptions are successful.
* Feature is reviewed and approved by UX Designer.
* QA validation is complete; all identified issues are resolved.
* Peer code review is performed.
* Feature passes acceptance testing.
* Code refactoring (if needed) is complete.
* Configuration or build changes are documented.
* Required technical/user documentation is updated.

**Definition of Done Checklist – Sprint Level**

* Sprint Goal is met.
* All committed stories fulfill their individual DoD.
* Features are integrated into the main branch with no conflicts.
* Increment is ready for demo.
* Regression testing completed.
* Stakeholders have reviewed the increment during Sprint Review.

**Definition of Done Checklist – Release Level**

* All required epics and stories for the release are completed.
* User Acceptance Testing (UAT) is complete and signed off.
* Release notes and end-user documentation are finalized.
* Training for end-users (if required) is delivered.
* Feature is deployed to production or staging.
* Performance metrics and business KPIs validated.

**Notes:**

* The DoD is reviewed during backlog refinement and improved during retrospectives.
* It ensures all Scrum Team members (Developers, QA, PO, UX, BA, Scrum Master) align on quality.
* Prominently displayed in the team’s workspace or Agile board.

**Document 2 - Product Vision**

The Product Vision is a concise and aspirational statement that describes the long-term goal and desired future state of a product. It articulates the what and the why behind the product's existence, outlining the problem it aims to solve and the value it will deliver to its users and the organization.

### AIME Project:

For content moderation teams and digital safety stakeholders, who need to ensure platform safety and compliance, the AI-Driven Moderation Enhancer (AIME) is an intelligent content moderation solution that accurately detects and flags inappropriate content using NLP and Computer Vision. Unlike traditional manual review systems, AIME empowers teams with real-time AI insights, automation, and reduced moderation workload, delivering a safer digital experience.

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| **Scrum Project Name:** | AIME Project |  |  |  |  |  |
| **Venue:** | Hyderabad |  |  |  |  |  |
| **Date:** | 20-04-2025 | 11:30AM | 01:00 PM | 1.5 hrs |  |  |
| **Client:** | Henry |  |  |  |  |  |
| **Stakeholder List:** | Priya | Arjun | Kiran | Rohan | Srihan | Shivani |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Scrum Team** | | | | | | |
| **Scrum Master:** | Rakesh | | | | | |
| **Product Owner:** | Sirisha | | | | | |
| **Scrum Developer 1:** | Swathi | | | | | |
| **Scrum Developer 2:** | Swetha | | | | | |
| **Scrum Developer 3:** | Krishna | | | | | |
| **Scrum Developer 4:** | Sharath | | | | | |
| **Scrum Developer 5:** | Nikitha | | | | | |

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| **Vision**: To Build an AI – powered moderation system that automatically identifies and filters harmful content like text, images, videos, using NLP and CV models ensuring platform safety at scale. | | | |
| **Target Group**  Social media content moderators, platform compliance teams, and end users seeking safe digital interactions.  **Which market segment does the product address?**  Online platforms like social media, forums & streaming services handling user-generated content.  **Who are the target users and customers?**  Internal content moderation teams at Google, compliance departments, AI engineers; External customers include businesses seeking AI moderation as a service. | **Needs**  **What problem does the product solve?**  Automates detection of hate speech, nudity, and graphic content. Reduces manual effort and human error. Enhances user safety and regulatory compliance.  **Which benefit does it provide?**    Reduces moderation turnaround time, improves accuracy, minimizes reputational and legal risks, and boosts platform trustworthiness.   |  | | --- | | Faster moderation, reduced manual effort, better compliance, improved user experience |  |  | | --- | |  | | **Product**  **What product is it?**     |  | | --- | | AI-Driven Moderation Enhancer (AIME) – integrates NLP for text and Computer Vision for images/videos. Continuously learns and adapts to content trends. |  |  | | --- | |  |   **What makes it desirable and special?**  End-to-end automation, real-time feedback loops, model explainability, cross-language support, and seamless integration into existing workflows.  **Is it feasible to develop the product?**  Yes – Leveraging existing Google Cloud AI infrastructure and Agile Scrum team with 6-month roadmap and 2 Cr budget. | **Value**   |  |  |  | | --- | --- | --- | | **How is the product going to benefit the company?**  Improves efficiency, enhances safety reputation.   |  | | --- | | Cost reduction, improved compliance rates, scalable content safety solution. |  |  | | --- | |  | |  |  | | --- | |  |   **What are the business goals?**  Launch an internal AI-based tool with potential to commercialize externally as a moderation SaaS product with 85% accuracy in detection - 60% reduction in manual effort - UAT satisfaction ≥ 90%  **What is the business model?**  SaaS (Subscription-based) - B2B Licensing - Optional Freemium tier |

**Document 3: User stories:**

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| **User Story No: US 01** | **Tasks: 3** | **Priority: High** |
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| **Value Statement:**  As a Content Moderator  I want to flag comments containing hate speech automatically  So that I can focus on reviewing critical content only | | |
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| **BV: 8** | **CP: 5** | |
| **Acceptance Criteria:**  Comments with predefined hate terms are flagged  90% accuracy in test data  Dashboard displays flagged items in real-time. | | |
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| **User Story No: US 02** | **Tasks: 2** | **Priority: Medium** |
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| **Value Statement:**  As a user,  I want to log in and access my dashboard  so that I can interact securely with the moderation platform. | | |
|  |  |  |
| **BV: 7** | **CP: 5** | |
| **Acceptance Criteria:**   * Login page created and functional * Role-based access control implemented * Successful login leads to personalized dashboard | | |
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| **User Story No: US 03** | **Tasks: 2** | **Priority: High** |
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| **Value Statement:**  As a content moderator, I want an AI tool that flags harmful text content so that I can quickly review and act on violations. | | |
|  |  |  |
| **BV: 10** | **CP: 8** | |
| **Acceptance Criteria:**   * NLP model integrated to identify flagged text * Dashboard shows flagged content * Manual override option enabled. | | |
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| **User Story No: US 04** | **Tasks: 2** | **Priority: High** |
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| **Value Statement:**  As a Scrum Master, I want to set up the agile environment and roles so that the team is prepared to start development. | | |
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| **BV: 8** | **CP: 4** | |
| **Acceptance Criteria:**   * Tools configured for backlog, burndown charts * Scrum roles assigned and communicated * Sprint 0 plan reviewed and approved | | |
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| **User Story No: US 05** | **Tasks: 2** | **Priority: Medium** |
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| **Value Statement:**  As a user, I want to log in and access my dashboard so that I can interact securely with the moderation platform. | | |
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| **BV: 7** | **CP: 5** | |
| **Acceptance Criteria:**   * Login page created and functional * Role-based access control implemented * Successful login leads to personalized dashboard. | | |
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| **User Story No: US 06** | **Tasks: 3** | **Priority: High** |
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| **Value Statement:**  As a reviewer, I want to receive real-time alerts for toxic language in user comments, so that I can take immediate action to ensure community safety. | | |
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| **BV: 8** | **CP: 5** | |
| **Acceptance Criteria:**   * NLP flags are generated within 2 seconds of content ingestion * Alert includes highlighted keywords and severity score * Moderator dashboard displays flagged item with options | | |
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| **User Story No: US 07** | **Tasks: 2** | **Priority: High** |
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| **Value Statement:**  As a system, I want to detect inappropriate images using AI, so that I can automatically flag NSFW content for review. | | |
|  |  |  |
| **BV: 9** | **CP: 8** | |
| **Acceptance Criteria:**   * AI identifies >90% NSFW content in test dataset * All flagged images are logged with a confidence score * Images are moved to moderation queue automatically. | | |
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| **User Story No: US 08** | **Tasks: 2** | **Priority: Medium** |
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| **Value Statement:**  As a moderator, I want suspicious video content to be pre-processed and flagged, so that I can review only relevant parts, saving time. | | |
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| **BV: 7** | **CP: 6** | |
| **Acceptance Criteria:**   * Video is segmented and only flagged segments shown * System provides reason and timestamp for each flag * Accuracy should be over 85% in identifying violent frames | | |
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| **User Story No: US 09** | **Tasks: 2** | **Priority: High** |
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| **Value Statement:**  As a user, I want inappropriate language to be filtered across languages, so that platform integrity is maintained for diverse users. | | |
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| **BV: 8** | **CP: 6** | |
| **Acceptance Criteria:**   * Supports at least 5 languages * Real-time filtering applied during content posting * Filter logs language, word, and user for tracking. | | |
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| **User Story No: US 10** | **Tasks: 2** | **Priority: Medium** |
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| **Value Statement:**  As a moderator, I want a clear dashboard showing flagged content and reasons, so that I can quickly decide on the necessary actions. | | |
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| **BV: 7** | **CP: 5** | |
| **Acceptance Criteria:**   * UI displays flagged content, AI-generated reason, confidence score * Moderators can approve, delete, or escalate content * Logs moderator action and updates status | | |
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| **User Story No: US 11** | **Tasks: 2** | **Priority: High** |
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| **Value Statement:**  As a moderator, I want the system to automatically flag offensive text, so that I can take immediate action to maintain platform safety. | | |
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| **BV: 9** | **CP: 5** | |
| **Acceptance Criteria:**  Offensive language is flagged within 3 seconds  Flagged content is routed to the moderation queue  Alerts are sent to moderators. | | |
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| **User Story No: US 12** | **Tasks: 2** | **Priority: Medium** |
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| **Value Statement:**  As a moderator, I want to provide feedback on AI decisions, so that the system can learn and improve over time. | | |
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| **BV: 7** | **CP: 4** | |
| **Acceptance Criteria:**   * Feedback options appear after each AI decision * Feedback is stored in training logs * Admin panel shows cumulative feedback stats. | | |
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| **User Story No: US 13** | **Tasks: 2** | **Priority: High** |
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| **Value Statement:**  As a compliance officer, I want a full audit trail of moderation activities, so that we can maintain transparency and accountability. | | |
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| **BV: 10** | **CP: 4** | |
| **Acceptance Criteria:**   * All actions logged with timestamp, user, content, and action taken * Logs exportable in CSV format * Access restricted to authorized personnel | | |
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| **User Story No: US 14** | **Tasks: 2** | **Priority: High** |
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| **Value Statement:**  As a user, I want AI to prevent inappropriate images from being posted,  so that my experience remains safe and respectful. | | |
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| **BV: 9** | **CP: 8** | |
| **Acceptance Criteria:**   * 90% detection accuracy for nudity * Blocked images generate a warning * Option to appeal moderation decision. | | |
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| **User Story No: US 15** | **Tasks: 2** | **Priority: Medium** |
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| **Value Statement:**  As a product owner, I want to track AI moderation performance metrics, so that I can evaluate effectiveness and make informed improvements. | | |
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| **BV: 8** | **CP: 5** | |
| **Acceptance Criteria:**   * Dashboard shows flagged content count, false positives, review time * Filters by date range and content type * Data auto-refreshes every 24 hours | | |
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| **User Story No: US 16** | **Tasks: 2** | **Priority: High** |
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| **Value Statement:**  As a user,  I want the system to review video content  so that harmful segments can be flagged or blocked. | | |
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| **BV: 9** | **CP: 8** | |
| **Acceptance Criteria:**   * Video frames scanned every X seconds * Flag generated for graphic content * Logs maintained for moderator action * Seamless playback after scan. | | |
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| **User Story No: US 17** | **Tasks: 2** | **Priority: High** |
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| **Value Statement:**  As a user,  I want hate speech to be detected in real time  so that abusive content is promptly addressed. | | |
|  |  |  |
| **BV: 9** | **CP: 6** | |
| **Acceptance Criteria:**   * Classifier trained with 90%+ F1 score * Real-time detection and flagging * Support for multiple languages * User warning generated | | |
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| **User Story No: US 18** | **Tasks: 2** | **Priority: Medium** |
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| **Value Statement:**  As a user,  I want repetitive spam to be filtered automatically  so that moderators can focus on serious cases. | | |
|  |  |  |
| **BV: 7** | **CP: 4** | |
| **Acceptance Criteria:**   * Detect similar posts across time * Flag based on frequency rules * Add CAPTCHA for suspicious activity | | |
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| **User Story No: US 19** | **Tasks: 2** | **Priority: High** |
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| **Value Statement:**  As a moderator,  I want to view all flagged content in a dashboard  so that I can take quick action. | | |
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| **BV: 10** | **CP: 5** | |
| **Acceptance Criteria:**   * Real-time alert feed * Action buttons for remove/ignore * Filter by content type or date | | |
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| **User Story No: US 20** | **Tasks: 4** | **Priority: High** |
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| **Value Statement:**  As a reviewer,  I want to review flagged content in a prioritized list  so that I can focus on the most critical violations first. | | |
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| **BV: 8** | **CP: 5** | |
| **Acceptance Criteria:**   * Reviewer dashboard displays flagged content in descending order of severity. * Priority is determined by AI confidence score and category. * Filtering options are provided. * Reviewed status updates in real time. | | |
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| **User Story No: US 21** | **Tasks: 5** | **Priority: High** |
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| **Value Statement:**  As a user,  I want to report inappropriate content manually  so that I can help improve platform safety. | | |
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| **BV: 7** | **CP: 3** | |
| **Acceptance Criteria:**   * Report option available on each content item. * User selects reason for reporting. * Report is logged and flagged to AI for training. * Feedback provided to user on action taken. | | |
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| **User Story No: US 22** | **Tasks: 3** | **Priority: Medium** |
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| **Value Statement:**  As a developer,  I want to integrate a third-party content database  so that the AI model can be enriched with external moderation datasets. | | |
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| **BV: 6** | **CP: 6** | |
| **Acceptance Criteria:**   * API connection to third-party dataset is functional. * Data is normalized and ingested. * Model retraining reflects accuracy improvement. | | |
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| **User Story No: US 23** | **Tasks: 3** | **Priority: Medium** |
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| **Value Statement:**  As a user,  I want to be notified if my content is under review  so that I am aware of moderation actions. | | |
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| **BV: 6** | **CP: 4** | |
| **Acceptance Criteria:**   * Notification sent when content is flagged. * Notification provides summary reason. * User can respond with feedback or appeal. | | |
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| **User Story No: US 24** | **Tasks: 2** | **Priority: High** |
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| **Value Statement:**  As a product owner,  I want to visualize moderation statistics  so that I can track performance and trends. | | |
|  |  |  |
| **BV: 8** | **CP: 4** | |
| **Acceptance Criteria:**   * Dashboard shows flagged, reviewed, and resolved items. * Data is filterable by date, category, severity. * Export to CSV and PDF is available. | | |
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| **User Story No: US 25** | **Tasks: 3** | **Priority: High** |
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| **Value Statement:**  As a reviewer,  I want to filter content based on type and language  so that I can process reviews more efficiently. | | |
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| **BV: 7** | **CP: 3** | |
| **Acceptance Criteria:**   * Filters for media type (text, image, video). * Filters for supported languages. * State persists across sessions. | | |
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| **User Story No: US 26** | **Tasks: 4** | **Priority: Medium** |
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| **Value Statement:**  As a developer,  I want to enable audit logs for all moderation actions  so that compliance is ensured. | | |
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| **BV: 8** | **CP: 5** | |
| **Acceptance Criteria:**   * Every action logged with timestamp, actor, and result. * Logs are searchable. * Logs retained for 1 year minimum. | | |
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| **User Story No: US 27** | **Tasks: 2** | **Priority: Low** |
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| **Value Statement:**  As a user,  I want a moderation transparency report  so that I understand how my content is evaluated. | | |
|  |  |  |
| **BV: 6** | **CP: 4** | |
| **Acceptance Criteria:**   * Report generated upon request. * Includes moderation criteria and AI rationale. * Accessible from user dashboard. | | |
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| **User Story No: US 28** | **Tasks: 2** | **Priority: High** |
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| **Value Statement:**  As a developer,  I want to implement image redaction  so that harmful visual content is blocked from reviewers. | | |
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| **BV: 9** | **CP: 6** | |
| **Acceptance Criteria:**   * Sensitive areas blurred using AI. * Admin override option available. * Logged redaction action. | | |
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| **User Story No: US 29** | **Tasks: 2** | **Priority: Medium** |
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| **Value Statement:**  As a product owner,  I want feedback collection from reviewers through radio buttons  so that it can improve AI predictions. | | |
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| **BV: 7** | **CP: 3** | |
| **Acceptance Criteria:**   * Reviewer feedback buttons integrated. * Feedback used to retrain models. * Dashboard displays feedback trends | | |
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| **User Story No: US 30** | **Tasks: 2** | **Priority: Medium** |
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| **Value Statement:**  As a developer,  I want to anonymize user data before processing  so that privacy compliance is ensured. | | |
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| **BV: 8** | **CP: 4** | |
| * **Acceptance Criteria:** * User identifiers are masked. * Logs do not store PII. * Anonymization process is tested and validate. | | |
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| **User Story No: US 31** | **Tasks: 2** | **Priority: High** |
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| **Value Statement:**  As a reviewer,  I want to flag false positives  so that the AI can learn and improve its accuracy. | | |
|  |  |  |
| **BV: 7** | **CP: 4** | |
| **Acceptance Criteria:**   * Mark as false positive button available. * Action is logged and used in model training. * Reviewer sees confirmation message. | | |
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| **User Story No: US 32** | **Tasks: 2** | **Priority: Low** |
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| **Value Statement:**  As a user,  I want to appeal a moderation decision  so that I can challenge incorrect flagging. | | |
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| **BV: 6** | **CP: 4** | |
| * **Acceptance Criteria:** * Appeal button enabled for flagged content. * Admin notified on appeal submission. * Decision updated and notified to user | | |
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| **User Story No: US 33** | **Tasks: 2** | **Priority: High** |
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| **Value Statement:**  As a developer,  I want to implement real-time moderation for live chat  so that harmful content is blocked instantly. | | |
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| **BV: 9** | **CP: 6** | |
| **Acceptance Criteria:**   * AI monitors live chat messages. * Harmful content is auto-muted. * Reviewer is alerted in real time. | | |
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| **User Story No: US 34** | **Tasks:** | **Priority: Medium** |
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| **Value Statement:**  As a product owner,  I want weekly moderation reports emailed to stakeholders  so that they stay informed. | | |
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| **BV: 5** | **CP: 6** | |
| **Acceptance Criteria:**   * Report is generated automatically. * Includes trends and review stats. * Delivered via email every Monday. | | |
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| **User Story No: US 35** | **Tasks: 2** | **Priority: Medium** |
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| **Value Statement:**  As a product owner,  I want weekly moderation reports emailed to stakeholders  so that they stay informed. | | |
|  |  |  |
| **BV: 5** | **CP: 3** | |
| **Acceptance Criteria:**   * Report is generated automatically. * Includes trends and review stats. * Delivered via email every Monday | | |
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| **User Story No: US 36** | **Tasks: 2** | **Priority: High** |
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| **Value Statement:**  As a developer,  I want to monitor system health and AI processing load  so that uptime is ensured. | | |
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| **BV: 8** | **CP: 4** | |
| **Acceptance Criteria:**   * Dashboard shows server and queue metrics. * Alerts for high CPU/memory. * Daily performance report sent. | | |
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| **User Story No: US 37** | **Tasks: 2** | **Priority: Medium** |
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| **Value Statement:**  As a reviewer,  I want a dark mode interface  so that eye strain is reduced during long shifts. | | |
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| **BV: 6** | **CP: 2** | |
| **Acceptance Criteria:**   * Dark mode toggle available in settings. * All screens render correctly. * User preference is saved. | | |
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| **User Story No: US 38** | **Tasks: 2** | **Priority: High** |
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| **Value Statement:**  As a developer,  I want to use sentiment analysis on comments  so that offensive tones can be flagged. | | |
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| **BV: 9** | **CP: 5** | |
| **Acceptance Criteria:**   * Sentiment scores attached to user comments. * High negativity triggers a review. * Sentiment data available for analytics. | | |
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| **User Story No: US 39** | **Tasks: 2** | **Priority: Medium** |
|  |  |  |
| **Value Statement:**  As a product owner,  I want to test the AI model using historical flagged data  so that performance can be benchmarked. | | |
|  |  |  |
| **BV: 7** | **CP: 4** | |
| **Acceptance Criteria:**   * Dataset uploaded and tagged. * Model predictions recorded and compared. * Benchmark report generated. | | |
|  |  |  |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **User Story No: US 40** | **Tasks: 3** | **Priority: Low** |
|  |  |  |
| **Value Statement:**  As a user,  I want to view the moderation policy on the dashboard  so that I can understand the rules I must follow. | | |
|  |  |  |
| **BV: 5** | **CP: 2** | |
| **Acceptance Criteria:**   * Policy available in the Help section. * Searchable and readable on mobile. * Version history visible. | | |
|  |  |  |
|  |  |  |

**Document 4: Agile PO Experience:**

#### **Role of Product Owner (PO)**

#### **1. Product Vision & Market Understanding**

* **Step 1: Define Vision**  
  I crafted the product vision for AIME based on the growing demand for automated content moderation across platforms.  
  Example: “To build an AI-powered moderation system that ensures safe and respectful digital spaces.”
* **Step 2: Market Analysis**
  + Studied market demand for AI moderation tools.
  + Benchmarked existing tools like Perspective API, Hive, etc.
  + Identified market gaps (e.g., poor multilingual moderation, bias issues).
* **Step 3: Enterprise Analysis**
  + Conducted SWOT analysis.
  + Validated the opportunity with stakeholders.
  + Aligned project goals with CSR and brand reputation.

**2. Product Roadmap Creation**

* **Step 4: Roadmap Drafting**
  + Created a 6-month timeline with 12 sprints.
  + Grouped features into Epics (e.g., Text Moderation, Visual Content Scanning).
  + Aligned roadmap with stakeholder objectives and compliance timelines.
* **Step 5: Timeline & Milestone Planning**
  + Defined quarterly goals.
  + Identified MVP and release phases.
  + Outlined high-level features per sprint (e.g., Phase 1 = Rule-based filters, Phase 2 = ML model integration).

**3. Managing Product Features**

* **Step 6: Stakeholder Collaboration**
  + Facilitated regular syncs to gather feature needs.
  + Used MoSCoW technique to prioritize features.
* **Step 7: Prioritization of Epics & Stories**
  + Prioritized based on ROI, complexity, user value.
  + Used Planning Poker and t-shirt sizing for estimating efforts.

**4. Backlog Management**

* **Step 8: Product Backlog Creation**
  + Broke down roadmap into Epics and User Stories.
  + Defined each story with BV, CP, Acceptance Criteria.
* **Step 9: Continuous Refinement**
  + Weekly backlog grooming sessions with team and BA.
  + Adjusted priorities based on sprint feedback and emerging needs.

**5. Sprint Execution & Monitoring**

* **Step 10: Sprint Planning**
  + Defined sprint goal with team.
  + Selected backlog items for sprint.
  + Estimated story points and task effort.
* **Step 11: Daily Scrum Monitoring**
  + Participated in daily standups.
  + Cleared blockers and aligned with developers.
* **Step 12: Sprint Review**
  + Demonstrated completed features to stakeholders.
  + Collected real-time feedback for next sprint planning.
* **Step 13: Sprint Retrospective**
  + Collaborated with BA and Scrum Master.
  + Reflected on what went well and what needs improvement.
  + Action items tracked in Jira/Confluence.

#### **6. User Story & Acceptance Management**

* **Step 14: Story Creation**
  + Defined user stories in format:
    - As a moderator, I want real-time alerts so that I can act quickly on flagged content.
  + Documented:
    - Story No, Tasks, Priority, Acceptance Criteria, BV & CP

#### **7. Learning from Scrum Ceremonies**

* **Sprint Planning:** Defined sprint goals and prioritized stories.
* **Daily Scrum:** Tracked development progress and unblocked the team.
* **Sprint Review:** Validated deliverables with stakeholders.
* **Retrospective:** Captured process improvements.
* **Backlog Refinement:** Continuously updated user stories and epics.

**8. Product Owner as the Central Communicator**

* Acted as the bridge between stakeholders and development.
* Ensured alignment of product progress with business goals.
* Tracked team velocity, burndown, and ensured deliverables matched the **Definition of Done**.

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

**Product Backlog:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **User Story ID** | **User Story** | **Tasks** | **Priority** | **BV** | **CP** | **Sprint** |
| US01 | As a moderator, I want a dashboard showing flagged content so that I can take quick actions.   |  | | --- | |  | | 2 | High | 8 | 5 | 1 |
| US02 | |  | | --- | | As a user, I want clear guidelines on what gets flagged so that I can avoid violating rules. |  |  | | --- | |  | | 3 | High | 10 | 8 | 1 |
| US03 | As a developer, I want to integrate a rule-based filter engine so that I can flag obvious abuse. | 2 | High | 8 | 7 | 1 |
| US04 | As a reviewer, I want to review flagged text manually so that I can validate AI's decisions. | 2 | High | 7 | 6 | 2 |
| US05 | As a moderator, I want to sort flagged content by severity so that I can act on critical issues first. | 2 | Medium | 8 | 7 | 2 |
| US06 | As a user, I want to appeal against false flags so that I can reinstate my content. | 2 | High | 7 | 6 | 2 |
| US07 | As a developer, I want to log AI decisions for each flag so that I can ensure auditability. | 2 | High | 7 | 5 | 3 |
| US08 | As a reviewer, I want to label false positives so that the AI model can improve over time. | 3 | High | 8 | 7 | 3 |
| US09 | |  | | --- | | As a moderator, I want to filter flagged images by category so that I can manage them efficiently. |  |  | | --- | |  | | 2 | High | 7 | 7 | 3 |

**Sprint Backlog: Sprint (1) Core Moderation Foundation**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **User Story ID** | **User Story** | **Tasks** | **Owner** | **Status** | **Estimated Effort** |
| US01 | As a Sr. Developer, I want to define moderation rules so that AI behavior aligns with platform goals. | 3 | Sr.Developer | In Progress | 10 |
| US02 | |  | | --- | |  | | As an AI engineer, I want to train the initial model so that it can identify inappropriate content. | |  |  | | --- | |  | | 2 | Developer | Done | 8 |
| US03 | As a developer, I want to integrate the AI model with our platform so that content can be automatically screened. | 3 | Developer | Done | 7 |

**Sprint (2) Feedback Loop and User Interaction**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **User Story ID** | **User Story** | **Tasks** | **Owner** | **Status** | **Estimated Effort** |
| US01 | As a user, I want to see flagged content and provide feedback so that I feel involved in moderation. | 3 | Sr.Developer | In Progress | 10 |
| US02 | As a reviewer, I want feedback to improve the model so that moderation becomes more accurate over time. | 2 | Sr. Developer | Done | 8 |
| US03 | As a user, I want to appeal AI decisions so that I have a fair chance to contest moderation. | 3 | Developer | Done | 7 |

**Sprint (3) Reviewer Tools & Accuracy Tracking**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **User Story ID** | **User Story** | **Tasks** | **Owner** | **Status** | **Estimated Effort** |
| US01 | |  | | --- | | As a reviewer, I want a dashboard to view flagged content so that I can make informed decisions. |  |  | | --- | |  | | 3 | Sr.Developer | In Progress | 10 |
| US02 | |  | | --- | | As a compliance officer, I want access to daily reports so that we can meet audit requirements. |  |  | | --- | |  | | 2 | Developer | Done | 8 |
| US03 | |  | | --- | | As a PO, I want to monitor false positives so that we can fine-tune the model. |  |  | | --- | |  | | 3 | Developer | Done | 7 |

**Sprint (4) Reviewer Tools & Accuracy Tracking**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **User Story ID** | **User Story** | **Tasks** | **Owner** | **Status** | **Estimated Effort** |
| US01 | As a developer, I want to implement profanity filter training using NLP so that the AI can catch variations and misspellings. | 3 | Sr.Developer | In Progress | 10 |
| US02 | As a user, I want a setting to flag content sensitivity preferences so that I can control | 2 | Developer | Done | 8 |
| US03 | As a reviewer, I want flagged content to be auto-categorized so that I can prioritize | 3 | Developer | Done | 7 |

**Sprint (5) Reviewer Tools & Accuracy Tracking**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **User Story ID** | **User Story** | **Tasks** | **Owner** | **Status** | **Estimated Effort** |
| US01 | As a developer, I want to build a machine learning pipeline for automated moderation scoring. | 3 | Sr.Developer | In Progress | 10 |
| US02 | As a user, I want to see transparency on why a post was flagged so I can understand the moderation process. | 2 | Developer | Done | 8 |
| US03 | As a reviewer, I want moderation history for each user so I can evaluate repeated violations. | 3 | Developer | Done | 7 |

**Sprint (6) Reviewer Tools & Accuracy Tracking**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **User Story ID** | **User Story** | **Tasks** | **Owner** | **Status** | **Estimated Effort** |
| US01 | As a developer, I want to build an API endpoint for AI moderation feedback loop. | 3 | Sr.Developer | In Progress | 10 |
| US02 | As a user, I want to appeal a flagged post so that I can challenge incorrect moderation. | 2 | Developer | Done | 8 |
| US03 | As a reviewer, I want to see suggested decisions by AI so I can speed up moderation. | 3 | Developer | Done | 7 |

**Sprint (7) Reviewer Tools & Accuracy Tracking**

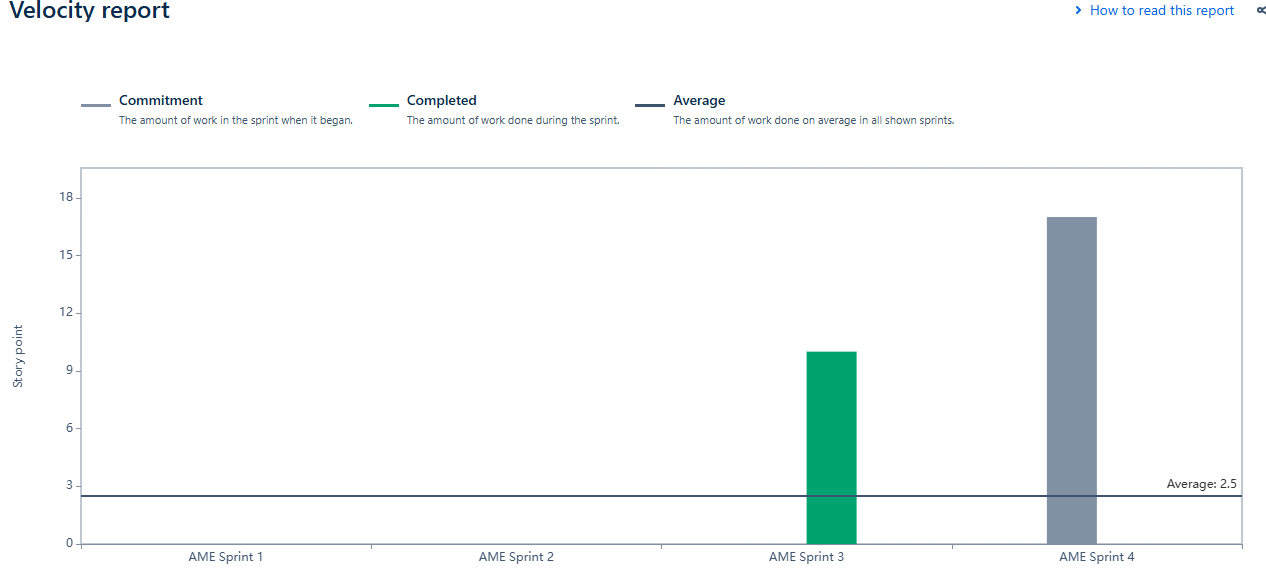
|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **User Story ID** | **User Story** | **Tasks** | **Owner** | **Status** | **Estimated Effort** |
| US01 | As a developer, I want to optimize inference time of the moderation model for real-time feedback. | 3 | Sr.Developer | In Progress | 10 |
| US02 | As a user, I want a way to report false positives in moderation so that AI improves. | 2 | Developer | Done | 8 |
| US03 |  As a reviewer, I want to bulk approve or reject similar content for efficiency. | 3 | Developer | Done | 7 |

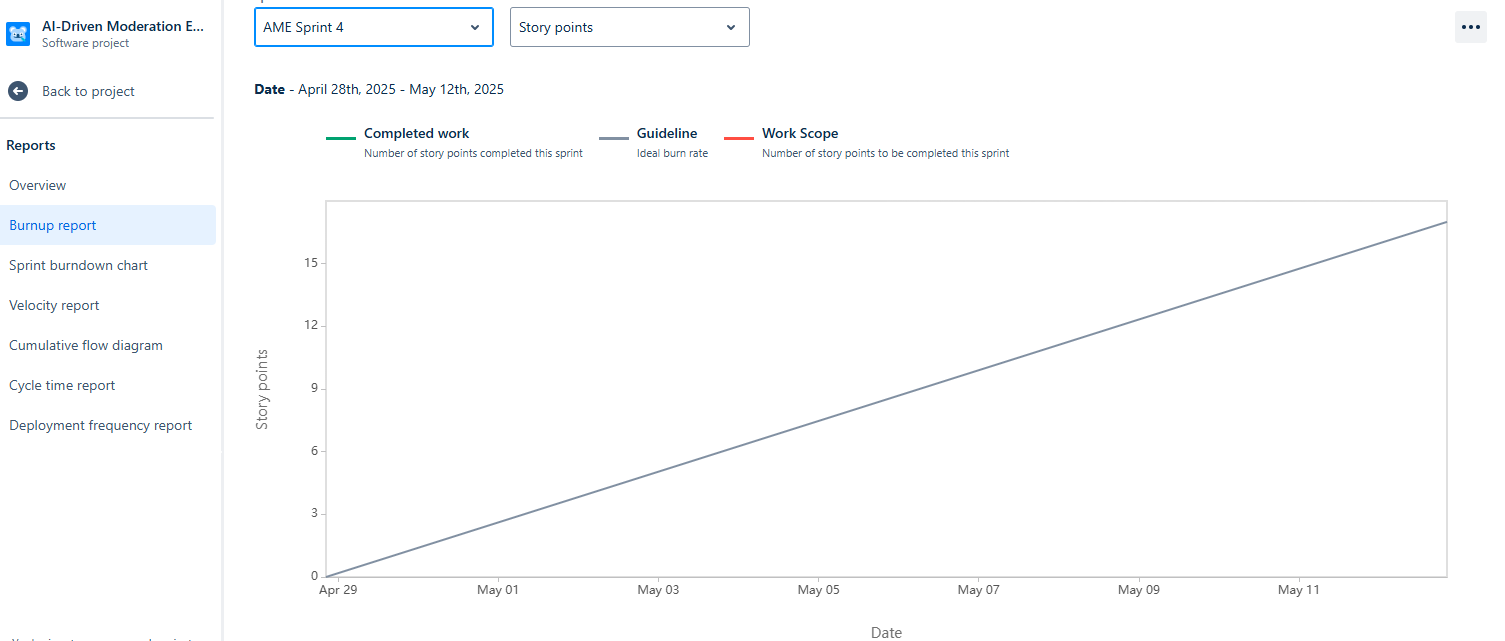
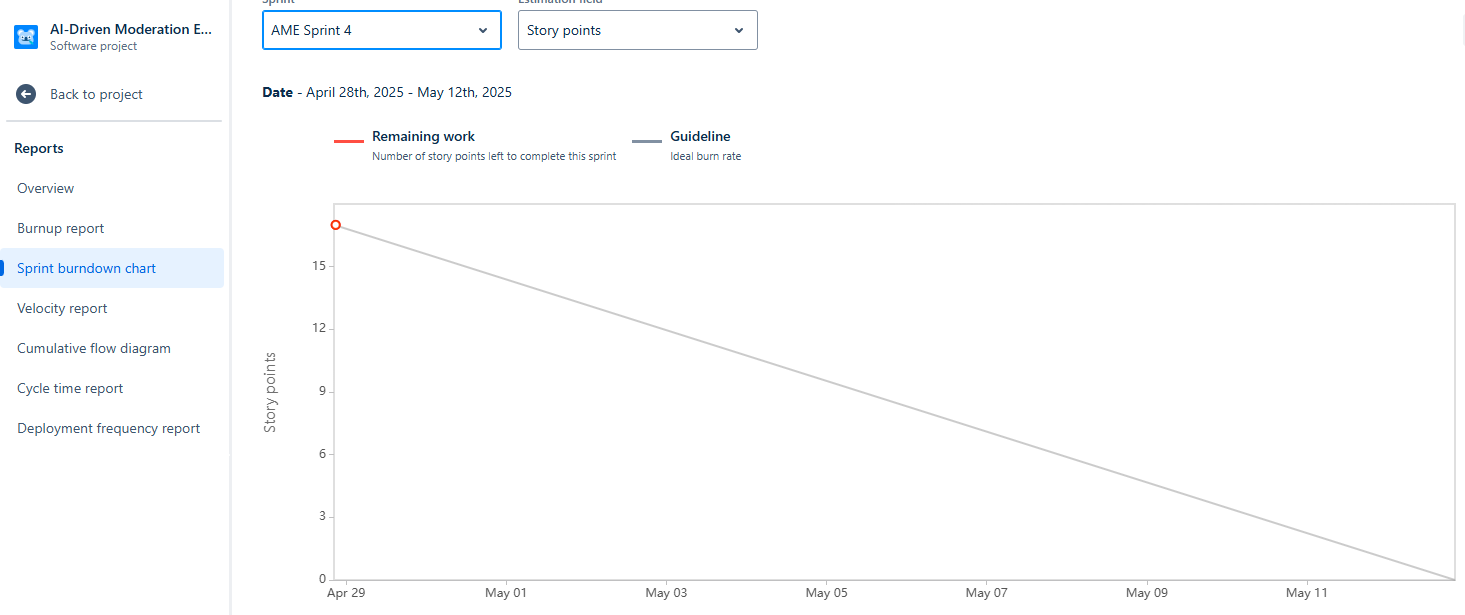
**Sprint (8) Reviewer Tools & Accuracy Tracking**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **User Story ID** | **User Story** | **Tasks** | **Owner** | **Status** | **Estimated Effort** |
| US01 | As a developer, I want to log all AI decisions and reviewer feedback for auditability. | 3 | Sr.Developer | In Progress | 10 |
| US02 |  As a user, I want a profile credibility score based on community and AI trust metrics. | 2 | Developer | Done | 8 |
| US03 | As a reviewer, I want to view flagging patterns by user to identify spam behaviour. | 3 | Developer | Done | 7 |

**Sprint (9) Reviewer Tools & Accuracy Tracking**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **User Story ID** | **User Story** | **Tasks** | **Owner** | **Status** | **Estimated Effort** |
| US01 | As a developer, I want to ensure the moderation model works across multiple languages. | 3 | Sr.Developer | In Progress | 10 |
| US02 | As a user, I want to filter flagged content in my feed based on categories I’m interested in. | 2 | Developer | Done | 8 |
| US03 | As a reviewer, I want to receive weekly performance reports on moderation accuracy. | 3 | Developer | Done | 7 |

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**Document 6: Sprint Meetings**

**Meeting Type 1: Sprint Planning meeting Sprint (1)**

|  |  |
| --- | --- |
| **Date** | 01-04-2025 |
| **Time** | 10:00 AM to 11:30 AM |
| **Location** | Google Hyderabad |
| **Prepared by** | Sirisha |
| **Attendees** | Priya, Arjun, Kiran, Rohan, Srihan, Shivani |

**Agenda Topics:**

|  |  |  |
| --- | --- | --- |
| **Topic** | **Presenter** | **Time Allotted** |
| Welcome & Introduction to Sprint Goals   |  | | --- | |  | | PO | 10 mins |
| Overview of Product Vision and Roadmap | PO | 30 mins |
| Review of the Product Backlog | PO | 10 mins |
| Sprint Scope and Deliverables | Scrum Master | 30 mins |
| Detailed Discussion on Selected User Stories | Dev & QA Leads | 20 mins |
| Task Breakdown and Estimation | (Story Points) | 20 mins |
| Finalizing the Sprint Backlog and Capacity | Scrum Master | 10 mins |
| Clarifications & Risk Identification | All Participants | 10 mins |

**Other Information:**

|  |  |
| --- | --- |
| **Observers** | Priya, Arjun, Kiran, Rohan, Srihan, Shivani |
| **Resources** | |  | | --- | | JIRA, Confluence, Zoom, Whiteboard, etc. |  |  | | --- | |  | |
| **Special Notes** | Sprint Duration – 2 weeks, Focus on high-priority user stories; Ensure Definition of Done is understood. |

**Meeting Type 2: Sprint Review Meeting:**

|  |  |
| --- | --- |
| **Date** | 16-04-2025 |
| **Time** | 11:00 AM |
| **Location** | Google Hyderabad |
| **Prepared by** | Sirisha |
| **Attendees** | Priya, Arjun, Kiran, Rohan, Srihan, Shivani |

|  |  |  |  |
| --- | --- | --- | --- |
| **Sprint Status** | **Things to demo** | **Quick Updates** | **What’s Next** |
| Sprint 1 successfully completed.  All 3 user stories were delivered and accepted.  Initial backend setup and login module deployed to staging | Working user login functionality with secure authentication.  Admin queue interface for flagged content review.  Moderation AI model (Phase 1) running basic offensive word filtering. | Minor UI changes requested by stakeholders.  Model accuracy at 85% baseline; improvement tasks moved to next sprint. | Begin integration of NLP-based sentiment detection.  Multi-language support (User Story 4).  Analytics dashboard wireframes (design-first approach). |

**Meeting Type 4: Daily Stand-up meeting: Sprint (1) 01-April to 15 April 2025**

|  |  |
| --- | --- |
| **Question** | **Name/Role** |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| **What did you do yesterday?** | **Developer 1** | Explored AI moderation basics | Set up project repo & structure | Developed profanity detection logic | Integrated keyword flags | Completed basic flagging pipeline |
| **Developer 2** | |  | | --- | | Finalized tech stack |  |  | | --- | |  | | |  | | --- | | Created basic user registration API |  |  | | --- | |  | | |  | | --- | | Developed login authentication flow |  |  | | --- | |  | | |  | | --- | | Connected auth API to frontend |  |  | | --- | |  | | |  | | --- | | Added validations & error handling |  |  | | --- | |  | |
| **Developer 3** | |  | | --- | | Designed wireframes for moderation |  |  | | --- | |  | | |  | | --- | | Finalized UI for registration/login |  |  | | --- | |  | | |  | | --- | | Created initial components in React |  |  | | --- | |  | | |  | | --- | | Implemented moderation dashboard UI |  |  | | --- | |  | | |  | | --- | | Added responsiveness for mobile view |  |  | | --- | |  | |
| **What will you do today?** | **Developer 1** | |  | | --- | | Set up codebase environment |  |  | | --- | |  | | |  | | --- | | Work on initial profanity rules |  |  | | --- | |  | | |  | | --- | | Test against sample comments |  |  | | --- | |  | | |  | | --- | | Integrate profanity rules in API |  |  | | --- | |  | | |  | | --- | | Unit test the detection module |  |  | | --- | |  | |
| **Developer 2** | |  | | --- | | Start building user login system |  |  | | --- | |  | | |  | | --- | | Work on database integration |  |  | | --- | |  | | |  | | --- | | Connect backend with frontend |  |  | | --- | |  | | |  | | --- | | Refactor authentication controller |  |  | | --- | |  | | |  | | --- | | Final round of testing for login |  |  | | --- | |  | |
| **Developer 3** | |  | | --- | | Review design with PO |  |  | | --- | |  | | |  | | --- | | Start coding UI screens |  |  | | --- | |  | | |  | | --- | | Test UI integration with backend |  |  | | --- | |  | | |  | | --- | | Build moderation dashboard |  |  | | --- | |  | | |  | | --- | | Polish UI styling and fonts |  |  | | --- | |  | |
| **What is blocking your progress?** | **Developer 1** | No | |  | | --- | | Need sample comment data |  |  | | --- | |  | | |  | | --- | | None |  |  | | --- | |  | | |  | | --- | | Awaiting UI endpoint |  |  | | --- | |  | | |  | | --- | | Coordination with Dev 2 needed |  |  | | --- | |  | |
| **Developer 2** | |  | | --- | | Database credentials pending |  |  | | --- | |  | | |  | | --- | | Delay in UI integration |  |  | | --- | |  | | |  | | --- | | Minor auth bug |  |  | | --- | |  | | |  | | --- | | Need help from Dev 3 for UI |  |  | | --- | |  | | No |
| **Developer 3** | |  | | --- | | UI feedback pending from PO |  |  | | --- | |  | | |  | | --- | | No |  |  | | --- | |  | | |  | | --- | | Alignment issues with dev backend |  |  | | --- | |  | | |  | | --- | | Styling conflicts with existing CSS |  |  | | --- | |  | | Awaiting final assets from design |

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

|  |  |
| --- | --- |
| **Date** | 15-04-2025 |
| **Time** | |  | | --- | | 4:00 PM – 5:00 PM IST |  |  | | --- | |  | |
| **Location** | Hyderabad |
| **Prepared by** | |  | | --- | | Scrum Master |  |  | | --- | |  | |
| **Attendees** | Scrum Team (PO, SM, Devs, QA, BA, Designers) |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Agenda** | **What went well** | **What didn’t go well** | **Questions** | **Reference** |
| Sprint Retrospective | Team collaboration was smooth Backend integration completed early | Test case coverage missed edge cases Delayed UI asset delivery | How to handle unexpected bug spikes mid-sprint? Can we automate early QA reviews? | Sprint 1 Jira Board Confluence documentation GitHub commit logs |

**Meeting Type 1: Sprint Planning meeting - Sprint (2)**

|  |  |
| --- | --- |
| **Date** | 16-04-2025 |
| **Time** | 10:00 AM to 11:30 AM |
| **Location** | Google Hyderabad |
| **Prepared by** | Sirisha |
| **Attendees** | Product Owner, Scrum Master, Development Team, QA, Designers |

**Agenda Topics:**

|  |  |  |
| --- | --- | --- |
| **Topic** | **Presenter** | **Time Allotted** |
| |  | | --- | | Review Sprint 1 Deliverables |  |  | | --- | |  |  |  | | --- | |  | | Scrum Master | 15 mins |
| |  | | --- | | Present Sprint 2 Goals |  |  | | --- | |  | | PO | 15 mins |
| |  | | --- | | Breakdown of User Stories |  |  | | --- | |  | | Developers | 30 mins |
| |  | | --- | | Estimation and Task Assignment |  |  | | --- | |  | | Team | 20 mins |
| |  | | --- | | Risks and Dependencies Discussion |  |  | | --- | |  | | Dev & QA Leads | 10 mins |

**Other Information:**

|  |  |
| --- | --- |
| **Observers** | Business Stakeholders  UI/UX Advisors |
| **Resources** | |  | | --- | | JIRA, Confluence, Zoom, Whiteboard, etc. |  |  | | --- | |  | |
| **Special Notes** | Ensure early design handover for analytics screen.  Check model compatibility with multilingual datasets. |

**Meeting Type 2: Sprint Review Meeting:**

|  |  |
| --- | --- |
| **Date** | 30-04-2025 |
| **Time** | 11:00 AM to 12:00 PM |
| **Location** | Google Hyderabad |
| **Prepared by** | Sirisha |
| **Attendees** | Scrum Team, Stakeholders, Client Representatives |

|  |  |  |  |
| --- | --- | --- | --- |
| **Sprint Status** | **Things to demo** | **Quick Updates** | **What’s Next** |
| Completed 3 user stories as planned.  Sentiment analysis engine functional with 75% accuracy.  Basic analytics dashboard wireframe implemented. | User Story 4: Multilingual support (English, Hindi, Spanish)  User Story 5: Sentiment-based moderation functionality  User Story 6: Admin dashboard wireframe (reactive components) | UI feedback pending from stakeholders.  Sentiment data performance to be improved next sprint. | * AI training improvements. * Interactive analytics with filters. * User-facing feedback mechanism. |

**Meeting Type 3: Daily Stand-up meeting: Sprint (1) 01-April to 15 April 2025**

|  |  |
| --- | --- |
| **Question** | **Name/Role** |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| **What did you do yesterday?** | **Developer 1** | |  | | --- | | Finished multilingual tokenizer |  |  | | --- | |  | | |  | | --- | | Test multilingual input |  |  | | --- | |  | | |  | | --- | | Add error handling to AI output |  |  | | --- | |  | | |  | | --- | | Style dashboard UI |  |  | | --- | |  | | Finalized UI for registration/login |
| **Developer 2** | |  | | --- | | Built sentiment model UI hook |  |  | | --- | |  |  |  | | --- | |  | | |  | | --- | | Created basic user registration API |  |  | | --- | |  | | |  | | --- | | Developed login authentication flow |  |  | | --- | |  | | |  | | --- | | Connected auth API to frontend |  |  | | --- | |  | | |  | | --- | | Added validations & error handling |  |  | | --- | |  | |
| **Developer 3** | |  |  |  | | --- | --- | --- | | |  | | --- | | Integrated analytics chart |  |  | | --- | |  | |  |  | | --- | |  | | |  | | --- | | Finalized UI for registration/login |  |  | | --- | |  | | |  | | --- | | Created initial components in React |  |  | | --- | |  | | |  | | --- | | Implemented moderation dashboard UI |  |  | | --- | |  | | |  | | --- | | Added responsiveness for mobile view |  |  | | --- | |  | |
| **What will you do today?** | **Developer 1** | |  | | --- | | Set up codebase environment |  |  | | --- | |  | | |  | | --- | | Work on initial profanity rules |  |  | | --- | |  | | |  | | --- | | Test against sample comments |  |  | | --- | |  | | |  | | --- | | Integrate profanity rules in API |  |  | | --- | |  | | |  | | --- | | Unit test the detection module |  |  | | --- | |  | |
| **Developer 2** | |  | | --- | | Start building user login system |  |  | | --- | |  | | |  | | --- | | Work on database integration |  |  | | --- | |  | | |  | | --- | | Connect backend with frontend |  |  | | --- | |  | | |  | | --- | | Refactor authentication controller |  |  | | --- | |  | | |  | | --- | | Final round of testing for login |  |  | | --- | |  | |
| **Developer 3** | |  | | --- | | Review design with PO |  |  | | --- | |  | | |  | | --- | | Start coding UI screens |  |  | | --- | |  | | |  | | --- | | Test UI integration with backend |  |  | | --- | |  | | |  | | --- | | Build moderation dashboard |  |  | | --- | |  | | |  | | --- | | Polish UI styling and fonts |  |  | | --- | |  | |
| **What is blocking your progress?** | **Developer 1** | No | |  | | --- | | Need sample comment data |  |  | | --- | |  | | |  | | --- | | None |  |  | | --- | |  | | |  | | --- | | Awaiting UI endpoint |  |  | | --- | |  | | |  | | --- | | Coordination with Dev 2 needed |  |  | | --- | |  | |
| **Developer 2** | |  | | --- | | Database credentials pending |  |  | | --- | |  | | |  | | --- | | Delay in UI integration |  |  | | --- | |  | | |  | | --- | | Minor auth bug |  |  | | --- | |  | | |  | | --- | | Need help from Dev 3 for UI |  |  | | --- | |  | | No |
| **Developer 3** | |  | | --- | | UI feedback pending from PO |  |  | | --- | |  | | |  | | --- | | No |  |  | | --- | |  | | |  | | --- | | Alignment issues with dev backend |  |  | | --- | |  | | |  | | --- | | Styling conflicts with existing CSS |  |  | | --- | |  | | Awaiting final assets from design |

**Meeting Type 4: Sprint Retrospective Meeting:**

|  |  |
| --- | --- |
| **Date** | 17-04-2025 |
| **Time** | |  | | --- | | 4:00 PM – 5:00 PM IST |  |  | | --- | |  | |
| **Location** | Hyderabad |
| **Prepared by** | |  | | --- | | Product Owner |  |  | | --- | |  | |
| **Attendees** | Scrum Team (PO, SM, Devs, QA, BA, Designers) |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Agenda** | **What went well** | **What didn’t go well** | **Questions** | **Reference** |
| Reflect on Sprint 2 performance  Identify what went well and what didn’t  Discuss blockers and dependencies  Plan improvement actions for Sprint 3 | |  | | --- | | Reviewer Dashboard UI and backend integration completed as per scope | | Notification system logic was successfully implemented and tested | | Sprint goal achieved within the timebox | | Clear collaboration among UI/UX and backend teams | | Early feedback loop from QA helped reduce rework | | |  | | --- | | Delay in setting up external email and push notification services | | Misalignment in API expectations between frontend and backend | | Reviewer icon design finalization delayed UI implementation | | Slight overlap in task responsibilities caused confusion initially | | |  | | --- | | Can design dependencies be finalized before sprint start to avoid blockers? |  |  | | --- | | How can we better track inter-team dependencies early in the sprint? |  |  | | --- | | Can we allocate buffer for integration testing in sprint planning? | | Sprint 2 Backlog Items (User Stories #4, #5, #6)  Daily Stand-up Reports  Jira/Confluence Logs  Review feedback from internal reviewers |