



Steps in doing a capstone paper or project

Step 1: (Day 0) Select a project idea.

You can select a project idea as per your industry or domain. Submit the concept for approval to support@gururo.com

Step 2: (Day 2) Define scope and requirements

Define the scope.

Create a Jira project

Create a Product backlog of all requirements.

Use the AIR tracker to list all dependencies, actions, risks and issues.

Step 3: (Day 3) Estimation

Perform capacity planning

Add story points to the requirements and create a sprint backlog.

Assign the stories to the team members

Start the Jira sprint for One week

Step 4: (Day 4 to Day 9) Update status

Update the Jira stories daily with the effort remaining or the time spent on the day. It will help populate Jira reports.

Transition from the open status to in progress, and once the story is completed, move it to closed.

Update risks, issues, dependencies and action items.

Step 5: (Day 10) Sprint completes

Close the Jira sprint

Generate the Jira reports as you feel necessary.

Prepare a presentation which should include the project status, KPI's, Jira reports and anything else you feel necessary.

Step 6: (Day 14) Capstone project presentation

Present your work to a veteran Program Manager and collect feedback.