**[A blue and white sign

Description automatically generated](https://www.smartsheet.com/try-it?trp=9402&utm_source=template-word&utm_medium=content&utm_campaign=User+Story+with+Acceptance+Criteria-word-9402&lpa=User+Story+with+Acceptance+Criteria+word+9402)User Story with Acceptance Criteria Template**

User Story for: Name

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| TITLE | USER STORY | ACCEPTANCE CRITERIA | | DEFINITION OF DONE | | PRIORITY | ESTIMATION | DESCRIPTION | DEPENDENCIES | NOTES |
| Include a short, descriptive title for the user story. | *As a (type of user), I want (an action or feature) so that (a benefit or value) …* | **1** | Meet the clear and concise conditions that constitute the completion of the user story. | **1** | Meet the criteria to finish the user story. | LOW / MEDIUM / HIGH | The estimation refers to the number of story points you need to complete the user story. | The description should include additional details or context about the user story, such as background information, links to relevant documents, or notes on dependencies. | List any dependencies that might impact the completion of this user story, such as other features, technical constraints, or third-party services. | Include any additional information that might be relevant to the user story, such as design considerations, stakeholder feedback, or historical context. |
| **2** | The acceptance criteria often include specific requirements or test cases. | **2** | The criteria often include development, testing, and documentation requirements. |
| **3** |  | **3** |  |
| **4** |  | **4** |  |
| **5** |  | **5** |  |
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| TITLE | USER STORY | ACCEPTANCE CRITERIA | | DEFINITION OF DONE | | PRIORITY | ESTIMATION | DESCRIPTION | DEPENDENCIES | NOTES |
| Include a short, descriptive title for the user story. | *As a (type of user), I want (an action or feature) so that (a benefit or value) …* | **1** | Criteria 1 | **1** | Write the code and have your supervisor review it. | LOW / MEDIUM / HIGH | 0 Story Points |  |  |  |
| **2** | Criteria 2 | **2** | Create unit tests and make sure they pass. |
| **3** |  | **3** | Perform integration tests and make sure they pass. |
| **4** |  | **4** | Deploy the feature to a staging environment. |
| **5** |  | **5** | Update the documentation. |
| **6** |  | **6** | The user acceptance testing (UAT) is complete. |
| **7** |  | **7** |  |
| **8** |  | **8** |  |
| **9** |  | **9** |  |
| **10** |  | **10** |  |
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| TITLE | USER STORY | ACCEPTANCE CRITERIA | | DEFINITION OF DONE | | PRIORITY | ESTIMATION | DESCRIPTION | DEPENDENCIES | NOTES |
| Include a short, descriptive title for the user story. | *As a (type of user), I want (an action or feature) so that (a benefit or value) …* | **1** | Criteria 1 | **1** |  | LOW / MEDIUM / HIGH | 0 Story Points |  |  |  |
| **2** | Criteria 2 | **2** |  |
| **3** |  | **3** |  |
| **4** |  | **4** |  |
| **5** |  | **5** |  |
| **6** |  | **6** |  |
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| TITLE | USER STORY | ACCEPTANCE CRITERIA | | DEFINITION OF DONE | | PRIORITY | ESTIMATION | DESCRIPTION | DEPENDENCIES | NOTES |
| Include a short, descriptive title for the user story. | *As a (type of user), I want (an action or feature) so that (a benefit or value) …* | **1** | Criteria 1 | **1** |  | LOW / MEDIUM / HIGH | 0 Story Points |  |  |  |
| **2** | Criteria 2 | **2** |  |
| **3** |  | **3** |  |
| **4** |  | **4** |  |
| **5** |  | **5** |  |
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