CS 250 Agile Team Charter Template

To complete this template, replace the bracketed text with the relevant information.

SNHU Travel Booking Site Project

| Item | Response |
| --- | --- |
| Business Case/Vision  (value to attain) | To reach a broader audience in the United States and offer customers a stylish and unique method for booking vacations, increase the visibility of the service. |
| Mission Statement  (result to accomplish) | Create a vacation booking/travel site |
| Project Team  (team members and roles) | 1) Ron: Scrum Master  2) Christy: Product Owner  3) Nicky: Developer – will design and develop code for the software  4) Brian: Tester – will execute tests, analyze results, and collaborate with team to identify and resolve any issues |
| Success Criteria | Start date: 5/12/2023  Expected completion date: 6/16/2023  Final deliverable: Travel Site for vacation booking  Key project objectives: Have a larger audience within the United States |
| Key Project Risks | 1. Customer changing their requirements midway through the project which can delay the project 2. Team members leaving mid-project causing a delay 3. Lack of team effort 4. Meeting the deadline 5. Assembling an adequate team |
| Rules of Behavior  (values and principles) | * We will always communicate with all team members and collaborate together * We will fully attend all scheduled meetings on time * We will find ways to minimize costs for the project to reduce expenses as much as possible * We will take all feedback from the stakeholders in a constructive manner and bring it into discussion with the team on how to improve the project or ourselves * We will respect all team members and stakeholders |
| Communication Guidelines  (scrum events and rules) | * Sprint Planning – this meeting will occur once a week for 2 hours in order to collaborate and discuss the project and the sprint goal * Daily Scrum – this meeting will occur every day at 9am for 15 minutes * Sprint Review – this review allows the team to discuss what went right, what issues there are, and what they can do to improve * Retrospective – this meeting will be held at the end of the sprint to discuss the previous sprint and what improvements can be made for the next sprint * Backlog Refinement – this allows the team members to review the items on the backlog and make sure it contains all necessary items for delivery |