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CS-250: Scrum Events

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# CS 250 Agile Team Charter Template

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

## Client Meeting Animation

| Item | Response |
| --- | --- |
| **Business Case/Vision**  (value to attain) | Develop a user-friendly mobile application to enhance customer engagement. |
| **Mission Statement**  (result to accomplish) | Deliver a fully functional mobile app that meets user needs and is ready for launch. |
| **Project Team**  (team members and roles) | Alice (Product Owner)  Bob (Scrum Master)  Charlie (Developer)  Dana (Designer)  Eve (QA Tester) |
| **Success Criteria** | Start date: May 15, 2025  Expected completion date: October 30, 2025  Final deliverable: Mobile application available on IOS and Android  Key project objectives: Complete user research by June 15, 2025  Develop MVP by July 30, 2025  Conduct user testing by September 15, 2025 |
| **Key Project Risks** | Potential delays in development due to resource availability and changing requirements. |
| **Rules of Behavior**  (values and principles) | Foster open communication, respect team members, and embrace change. |
| **Communication Guidelines**  (scrum events and rules) | Daily stand-ups at 9AM, bi-weekly sprint reviews, and retrospectives at the end of each sprint. |

**Agile Team Charter for SNHU Travel Project**

**Project Overview:**

The SNHU Travel project aims to develop a user-friendly platform that allows students and faculty to plan and book travel efficiently. The platform will include features such as itinerary management, budget tracking, and integration with university resources.

**Team Behaviors:**

1. **Collaboration:** Team members will work together, sharing knowledge and skills to enhance project outcomes.
2. **Respect:** All opinions will be valued, fostering an inclusive environment.
3. **Accountability:** Each member will take responsibility for their tasks and commitments.

**Communication Practices:**

1. **Daily Stand-ups:** Short, focused meetings to discuss progress and obstacles.
2. **Retrospectives:** Regular sessions to reflect on what went well and what can be improved.
3. **Open Channels:** Utilize tools like Slack or Microsoft Teams for ongoing communication.

**Reflection on Daily Scrum Meeting**

1. **Key Questions for Daily Scrum:**
2. What have I accomplished since the last meeting?
3. What will I work on today?
4. Are there any impediments in my way?

These questions help the team stay aligned on goals, track progress, and identify any blockers that may hinder productivity.

1. **Scrum Master Facilitation:**

The Scrum Master facilitates the Daily Scrum by:

* Encouraging each team member to share their updates.
* Keeping the meeting focused and within the time limit.
* Addressing any concerns raised by team members and offering support.

1. **Effectiveness of Scrum Master Actions:**

The Scrum Master was effective in maintaining structure and encouraging participation. However, she could improve by:

* Ensuring that all voices are heard, especially quieter team members.
* Following up on impediments raised to ensure they are resolved in a timely manner.

References:

**The Agile Mindset: Making Agile Processes Work**: - G. R. (2021). \*The Agile Mindset: Making Agile Processes Work\*. Springer.

Schwaber, K., & Sutherland, J. (2020). \*The Scrum Guide: The Definitive Guide to Scrum: The Rules of the Game\*. Retrieved from [Scrum.org](https://www.scrumguides.org/scrum-guide.html)