# CS 250 Agile Team Charter

Scrum Master: Dennis T Sherpa

## SNHU Travel Project

| Item | Response |
| --- | --- |
| **Business Case/Vision**  (value to attain) | Expand SNHU travel’s client base by supplying new tools for their customers to remain a top travel agency within the United States (SNHU. (n.d.)). |
| **Mission Statement**  (result to accomplish) | Create a niche vacation booking system that offers trendy, niche vacation packages. |
| **Project Team**  (team members and roles) | * **Product Owner:** Christy * **Scrum Master:** Ron * **Developer:** Nicole * **Tester:** Brian |
| **Success Criteria** | **Start date:** May 15th, 2024  **Expected completion date:** June 19th, 2024 (in five weeks)  **Final deliverable:** A niche vacation booking system that offers trendy, niche vacation packages.  **Key project objectives:**   * Create a niche vacation booking system that offers trendy, niche vacation packages and meets client’s requirements. * Deliver the booking system to client by June 19th, 2024. * Ensure the platform operates with minimal issues and provides a seamless user experience. * Completing project within budget. |
| **Key Project Risks** | * Not being able to deliver the final deliverable that satisfies client (Georgieff, M. (n.d.)). * Unforeseen technical issues or complexities arises during development that delays final deliverable. * Software has significant defects. * Uncontrolled changes or continuous growth in the project scope (scope creep). * Exceeding the allocated project budget. * Harmful decrease in team productivity. * Misunderstanding of project requirements. |
| **Rules of Behavior**  (values and principles) | * Respect each other. * Keep open and honest communication (Beck, K., et al. (2001)). * Prioritize consistent collaboration and teamwork (Alex Cowan. (2019, February 27)). * Take responsibility for individual actions and tasks. * Stay flexible. * Honor time commitments and deadlines. * Maintain confidentiality. |
| **Communication Guidelines**  (scrum events and rules) | * Use Slack for quick, email for formal, and Zoom for video communication. * Provide daily updates during stand-up meetings and weekly progress reports via email. * Maintain transparent information sharing and confidentiality. * Attend all meetings and respond in a punctual manner. * Use a consensus-based approach for major team decisions. |

**References**

SNHU. (n.d.). *Daily Scrum Meeting*. CS250-module two: Initial client meeting. https://snhu-media.snhu.edu/files/course\_repository/undergraduate/cs/cs250/storyline/mod2/story\_html5.html

Beck, K., et al. (2001) The Agile Manifesto. Agile Alliance. <http://agilemanifesto.org/>

Georgieff, M. (n.d.). *Building your first agile team charter*. Agile Marketing Guidance for Orgs, Teams, & Individuals. https://www.agilesherpas.com/blog/agile-team-charter

Alex Cowan. (2019, February 27). *Agile team charters- the basics*. https://www.alexandercowan.com/agile-team-charters-the-basics/