# CS 250 Agile Team Charter

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CS-250 Software Development Lifecycle  
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## SNHU Travel

| Item | Response |
| --- | --- |
| **Business Case/Vision**  (value to attain) | SNHU Travel wants to develop a new way to expand the SNHU Travel customer base by utilizing new tools for the customer. |
| **Mission Statement**  (result to accomplish) | The mission is to create new booking software that provides customers with trendy, niche vacation packages to broaden the travel agency’s customer base. |
| **Project Team**  (team members and roles) | **Christy (Product Owner):** Provides direction to the team on what will be done and how to prioritize. Maximizes the value of the work and the development team.  **Ron (Scrum Master):** Ensures proper product backlog management. Facilitates Scrum events. Removes challenges slowing development team progress  **Nicole (Developer):** Designs and develops code. Collaborates with team to have a usable product with room to improve. Participates in peer reviews.  **Brian (Tester):** Defines accepted criteria and tests. Clarifies ambiguity in code. Executes tests and analyzes results. Collaborates with team to resolve issues and defects.  **Amanda (Client):** Also the SNHU Travel president, the company that the product is being made fore. |
| **Success Criteria** | Start date: 16 March 2025  Expected completion date: 27 April 2025  Final deliverable: New booking software for the SNHU website that is fully operational.  Key project objectives: Create and design the software on par with SNHU Travel’s requirements within the allotted time frame and within budget. |
| **Key Project Risks** | * Completion of the booking software within the allotted time frame. * Staying within budget * Unclear expectations * Tunnel vision |
| **Rules of Behavior**  (values and principles) | * Respect each other * Maintain open communication and provide constructive feedback * Maintain accountability for mistakes * Give full attention * Work as a team and work collaboratively when possible * Celebrate accomplishments and give recognition |
| **Communication Guidelines**  (scrum events and rules) | * Daily team meetings at 9 AM to set expectations and reenforce standards. * Be on time for all meetings and participate as much as possible. * Meeting minutes will be sent out to the team within 3 hours of each meeting * The meeting scribe will rotate through team members daily * Product Owner will notify all team members if a meeting is cancelled or an additional one is required |

Resources

Agile Alliance. (2023, October 18). *Agile Manifesto for Software Development | Agile Alliance*. Agile Alliance |. https://www.agilealliance.org/agile101/the-agile-manifesto

Project Management Docs. (2024, July 24). *Free Agile Team Charter Template - Project Management Docs*. <https://www.projectmanagementdocs.com/template/agile-templates/agile-team-charter/>