# CS 250 Agile Team Charter Template

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

## SNHU Travel Expansions

| Item | Response |
| --- | --- |
| **Business Case/Vision**  (value to attain) | Broaden the SNHU Travel agency presence by offering new tools for  customers  Broaden the SNHU Travel agency presence by offering new tools for  customers  Broaden the SNHU Travel agency presence by offering new tools for customers |
| **Mission Statement**  (result to accomplish) | Designing and creating a travel and booking website |
| **Project Team**  (team members and roles) | Product Owner – creating/ prioritizing backlog.  Scrum master – Help development team, remove challenges,  facilitate scrum events.  Development team - made up of a developer and a tester  developer responsible for designing and developing the code. The  tester responsible for defining acceptance criteria clarifying any  ambiguity in the code and executing test  Product Owner – creating/prioritizing backlog, maintain challenge vision.  Scrum master – Help the development team, remove challenges, facilitate scrum events, report to Project Manager.  Development team - made up of a developer(s) and a tester developer responsible for designing and developing the code. The tester responsible for defining acceptance criteria clarifying any ambiguity in the code and executing test, plus keeping documentation up to date. |
| **Success Criteria** | Start date: Today 1/21/24  Expected completion date: 2/18/24  Final deliverable: 5 weeks 2/25/24  Key project objectives: [Insert objectives.]  Start date: Today 5/19/2024  Expected completion date: 6/09/2024  Final deliverable: 5 weeks 5/16/24  Key project objectives:   * Deliver travel booking software to client by deadline * Stay within client’s budget * Client satisfaction |
| **Key Project Risks** | The project must be completed and delivered to the customer within 5 weeks, as their clients will begin planning vacations for the year. We need to ensure our product is ready before this timeframe. |
| **Rules of Behavior**  (values and principles) | Commitment: Individuals and teams dedicate themselves to achieving their goals and continually improving their performance. Courage: The bravery to question the status quo, suggest changes, and face challenges directly.  Focus: Concentration on current tasks to ensure goals are met without distractions.  Openness: A commitment to transparent communication, sharing information and feedback openly.  Respect: Valuing the opinions and abilities of team members, stakeholders, and customers.  Empiricism: Scrum is founded on empirical process control, stressing the importance of transparency, inspection, and adaptation.  Self-Organization: Teams are self-organizing, determining the best way to complete their work.  Collaboration: Collaboration among team members, stakeholders, and customers is essential for successful product development. |
| **Communication Guidelines**  (scrum events and rules) | Sprint Planning: On the first day, the team will collaborate to establish a plan to achieve our goal.  Daily Scrum: Each day, we'll hold a meeting to kick off the day, discuss progress made, address any issues encountered, and outline tasks for the day.  Retrospective: At the end of the sprint, we'll conduct a review to reflect on our progress, identify areas for improvement, and enhance team collaboration. Throughout these events, open and honest communication among team members is expected and encouraged. |