



CS 250 Agile Team Charter Template

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

SNHU Travel – Website

Item	Response
Business Case/Vision (value to attain)	SNHU Travel hopes to have a finished travel website within 5 weeks geared toward niche travel options. They hope to bring in more customers with this new website. By being “trendy” and allowing their customers to pick niche travel options they hope to expand their audience.
Mission Statement (result to accomplish)	We aim to create a travel website for the client (SNHU Travel) that allows for a “trendy” look and allows for client growth and larger audience. This helps our team expand our portfolio and bring in more clients in the future.
Project Team (team members and roles)	Client (SNHU Travel) – Amanda – (123) 123-1234 Product Owner – Christy – (123) 123-2345 Scrum Master – Ron – (123) 123-3456 Developer – Nichole – (123) 123-4567 Tester – Brian – (123) 123-5678
Success Criteria	Start date: 1/12/23 Expected completion date: 2/16/23 (5 weeks from start date) Final deliverable: A travel website for client, SNHU Travel Key project objectives: Create a travel website
Key Project Risks	Not meeting the 5-week deadline. <ul style="list-style-type: none">• Requirements changing• Team member turnover It may not be possible to fully test the site with such a short timeline. <ul style="list-style-type: none">• This leads to an unfinished product and an unhappy client. There isn’t much time for if the client doesn’t have a detailed expectation of what they want in their site, only a rough breakdown.



Rules of Behavior (values and principles)	<p>In order to maintain the client, all members of the team must remain respectful in communications to the client, even if they become frustrating in their requests.</p> <p>Team members must attend SCRUM meetings to improve communication and better understand how to stay on track with goals.</p> <p>All disagreements regarding the project default to the Product Owner or, in the case of a layout or design choice, the client.</p> <p>The agile manifesto should be followed when possible.</p> <p>"The Agile Manifesto</p> <p>We are uncovering better ways of developing software by doing it and helping others do it.</p> <p>Through this work we have come to value:</p> <p>Individuals and interactions over processes and tools</p> <p>Working software over comprehensive documentation</p> <p>Customer collaboration over contract negotiation</p> <p>Responding to change over following a plan</p> <p>That is, while there is value in the items on the right, we value the items on the left more." (Agile Alliance, 2023)</p>
Communication Guidelines (scrum events and rules)	<p>SCRUM meetings</p> <ul style="list-style-type: none">• Daily at 9:30am in the South meeting room, a zoom link will be sent out to those working remotely.• No longer than 15 minutes in length if possible. <p>Rules regarding meetings:</p> <ul style="list-style-type: none">• Open communication is encouraged, but please only have one person speaking at a time. No side-conversations.• Turn off cell phones before the meeting to prevent as many interruptions as possible.• Make an effort to show up to every meeting, on time. However, if the need arises, let the Product Owner know ASAP if you won't be attending a meeting. <p>A breakdown of each meeting will be sent out to everyone by 12pm each day.</p>



Works Cited

Agile Alliance. (2023, January 12). *The Agile Manifesto*. Retrieved from agilealliance.org:
<https://www.agilealliance.org/agile101/the-agile-manifesto/>