# CS 250 Agile Team Charter Template

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

## SNHU Travel Agile Team Charter

| Item | Response |
| --- | --- |
| **Business Case/Vision**  (value to attain) | To widen the customer base of SNHU Travel to a nationwide basis, through the creation of an integrated niche vacation booking system. |
| **Mission Statement**  (result to accomplish) | We will create an integrated niche vacation booking system for SNHU Travel. |
| **Project Team**  (team members and roles) | Christy -Product Owner  Ron - Scrum Master  Nicole - Developer  Brian - Tester  Amanda - Client - President of SNHU Travel |
| **Success Criteria** | Start date: 9/10/2024  Expected completion date: 10/15/2024  Final deliverable: Working integrated website where people can book niche vacations online though SNHU Travel.  Key project objectives: To produce an easy to use and navigate travel website for SNHU Travel.  To produce a fully integrated niche travel booking website that fulfills all the clients requirements.  To have the fully integrated website up and running on the due date of October 15, 2024. |
| **Key Project Risks** | Not meeting the deadline of 10/15/2024  Not having a working or integrated website to that is able to book the niche vacations for SNHU Travel. |
| **Rules of Behavior**  (values and principles) | 1. All communications will be respectful at all times.  2. All participants will be on time to all scheduled meetings. \*scheduled PTO and sickness are excused\*  3. We will peer review, help one another, and keep criticism constructive.  4. We will ask for help, guidance, or mentoring when we need it, not after the fact.  5. Each of us will communicate effectively, to the best of our ability, face to face, by email, as a group, etc. as needed, not just during scheduled meetings.  6. Each of us will ask clarifying questions, you can’t build what you don’t understand.  7. We will answer these questions: Who, What, Where, When, Why, and How, before parcelling out work/assignments. |
| **Communication Guidelines**  (scrum events and rules) | 1. The daily Scrum meeting will be 15 minutes, and everyone will have to say something, starting at 10 AM. 2. Be prepared to speak about: what you did, what you are doing, and what you are going to do. 3. Be concise, straightforward, open, and honest in what you are saying. 4. Debate is acceptable, arguments are not. 5. The Scrum planning meeting will be 2 to 4 hours, every Monday morning, at 9 AM. 6. The Scrum retrospective will be for 2 to 4 hours Friday afternoon, at 1 PM. 7. The Scrum Story Time will be Wednesday morning for up to 90 minutes, at 9 AM. |