**CS 250 Agile Team Charter**

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

**SNHU Travel**

| **Item** | **Response** |
| --- | --- |
| **Business Case/Vision**  (value to attain) | That SNHU Travel is able to reach their customer base with the new website, maintaining their status as a top travel agency. |
| **Mission Statement**  (result to accomplish) | Their Mission Statement is to create a website that reaches their customers with their regular offerings as well as their niche and trendy vacation packages. |
| **Project Team**  (team members and roles) | Project Owner: Christy  Scrum Master: Ron  Developer: Nicole  Tester: Brian  Client: Amanda |
| **Success Criteria** | Start date: May 19, 2025  Expected completion date: June 22, 2025  Final deliverable: A website that reaches out to our travel booking client’s customer base  Key project objectives:   * That the project is delivered within the deadline (5 weeks from now.) * Keep the client’s budget within range. * The project website is able to show their current deals along with any trendy travel requirements they need. * Booking from website. |
| **Key Project Risks** | * Deadline may not be met with 1 developer and 1 tester. * The budget and how the website would operate may not be feasible. |
| **Rules of Behavior**  (values and principles) | * Respectfully communicate goals and concerns * Give and Listen to constructive feedback * Help each other within development process. * Be open to assessments on project shortfalls or mistakes. * Be honest with project setbacks. |
| **Communication Guidelines**  (scrum events and rules) | * Daily Team meetings with current objectives with weekly meetings progress check on development. * Complete goals in a timely matter. * Updates slides or board for completed, incomplete, and late projects. * Constructive feedback during meetings. * All team members must participate in meetings. * If will be late or won’t make it to team meeting, the team, so someone can present your work and give you notes on meeting. |

1. What are the key questions that can be used to frame a Daily Scrum meeting? How do they help the team achieve their goals?

* Did we meet out Sprint Goal? If not why didn’t we and how can we fix it?
* What do we need to do to complete our Sprint Goal today? Can we finish those goals today?
* What are some reoccurring issues that we can fix now?

I think these are some of the main questions required during the Scrum meeting, but I’m pretty sure there will be more as the project continues, such as specifics for the project. These help team members achieve their goal through communication. The communication aspect allows all members within the project to see any shortfalls and if they’re able to help or allocate resources to keep the deadline on the project within schedule. Without these daily meetings there may be miscommunications from the top down, or even within the development team themselves. I believe through these daily communications, incremental changes with the Agile development system will allow the team to reach their clients expectations.

1. How does the Scrum Master help facilitate the Daily Scrum throughout the video? Consider both the Scrum Master’s own updates and times when she responded to team members.

The Scrum Master in this instance facilitated the Daily Scrum by asking the team members questions and allowing them to communicate amongst one another after communication. I believe she updated the team member’s fairly well and was able to keep the project on topic in most cases. She did not belittle her team members and guided them through the correct topic in most instances. She also clarified questions without being degrading.

1. How effective were the actions taken by the Scrum Manager? How could she improve?

The Scrum Master did well within her scope of the project by facilitating the conversation within her own team. I believe however, she should have set more goals for the team members as well as answered questions quickly not pertaining to the project and moved on. The question about the scrum Project Manager being there should have ended quickly with her without requiring the other team members to participate. I believe these questions should be saved to the end while the main requirements for the day and possible setbacks should be discussed first.

References

*CS250-Module Two: Initial Client Meeting*. (n.d.). Snhu-Media.snhu.edu. <https://snhu-media.snhu.edu/files/course_repository/undergraduate/cs/cs250/storyline/mod2/story_html5.html>

*Daily Scrum Meeting*. (n.d.). Scrumtrainingseries.com. https://scrumtrainingseries.com/DailyScrumMeeting/index.html