# CS 250 Agile Team Charter Template

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

## SNHU Travel

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| Item | Response |
| Business Case/Vision(value to attain) | Diversity travel business to help expand sales growth. |
| Mission Statement(result to accomplish) | Increase travel bookings by launching a website that caters to travel accommodations to trendy locals. |
| Project Team(team members and roles) | Bill-Product Owner  Courney-SCRUM Master  Karen-Front end dev  John-Front end dev  Greg-Back end dev  Kim-Designer |
| Success Criteria | Start date: 9/13/20  Expected completion date: 11/1/20  Final deliverable: Functioning travel booking website.  Key project objectives: Fully operational website with travel listings  Increase sales by 60%  Streamline booking process for customers |
| Key Project Risks | Launching after a competitor  Not having an appealing list of destinations. |
| Rules of Behavior(values and principles) | Team members must communicate with kindness  The design approach needs to have the consumer in mind first  Vulnerability with one’s work is critical to positive development  Must be open to hearing criticism from management or coworkers  Create a travel website that you’d want to use |
| Communication Guidelines(scrum events and rules) | Daily 15-minute stand-ups at 9:30 am  Must work in pairs at least one day a week.  All team members are responsible for updating the task board  One team member will be responsible for daily minutes |

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?

The structure of the meeting in the video I thought worked really well, having each member discuss what they accomplished yesterday, what they plan on tackling today, and what their obstacles could be feels conducive to teamwork. I feel that in a real world work environment having this structure and allowing immediate feedback from coworkers helps keep the project moving.

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.

I really appreciated how the Scrum Master would handle the talking points that would have driven the meeting off course. Near the end of the video when the employee shows up late, the ease with which the master deflects the incoming potential argument and sets up a followup meeting really helps mitigate conflict.

1. What things did the Scrum Master do effectively? How could she improve?

They did a great job of keeping the meeting moving despite distractions or side conversations. I don’t know how they could have improved the meeting, it stayed within the time frame and didn’t feel like they ever tried to deflect blame.