# CS 250 Agile Team Charter Template

## SNHU Travel Software

| Item | Response |
| --- | --- |
| **Business Case/Vision**  (value to attain) | Broaden the SNHU Travel agency presence by offering new tools for customers |
| **Mission Statement**  (result to accomplish) | Create SNHU Travel booking software to provide customers with trendy, niche vacation packages to gain a larger audience with the United States. |
| **Project Team**  (team members and roles) | Christy: Product Owner  Ron: Scrum Master  Nicole: Developer  Brian: Tester |
| **Success Criteria** | Start date: Jan 20, 2025  Expected completion date: Feb 28, 2025 (about 5 weeks)  Final delivery: An accessible and convenient website for travel booking software  Key project objectives:   * Deliver successful travel booking software to client by deadline * Stay within clients’ budget * Client’s satisfaction is top priority |
| **Key Project Risks** | * Completing the project within the allotted time of 5 weeks * Staying within the clients’ budget * Unclear project requirements * Scope creep |
| **Rules of Behavior**  (values and principles) | * Respect fellow team members * Provide constructive feedback * Criticize ideas, not towards people * Always be willing to ask for help when needed * Take responsibility for all work, errors included opportunity to learn from mistakes * Give full attention and actively listen to anyone speaking * Make decisions and work as a team |
| **Communication Guidelines**  (scrum events and rules) | * Openly communicating with teams in a timely manner * Communicate with clearly and ask to check understanding * Daily team, meetings * Attend all meetings on time (unless scheduled time off or sick) * Each team member provides full attention and participation in each meeting * Team is notified as soon as possible for new or cancelled meetings |