**2-3 Assignment: Scrum Events**

Southern New Hampshire University

CS-250 Software Development Lifecycle

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# CS 250 Agile Team Charter Template

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

**2-3 Assignment: Scrum Events**

| Item | Response |
| --- | --- |
| **Business Case/Vision**  (value to attain) | The client wants to maintain their 10-year top travel spot by expanding SNHU Travel customer base by utilizing new tools for their customer. |
| **Mission Statement**  (result to accomplish) | We are helping the client create a functional vacation travel site to promote trendy, niche vacation packages. |
| **Project Team**  (team members and roles) | |  |  | | --- | --- | | Name | Role | | Christy | Product Owner | | Ron | Scrum Master | | Brian | Tester | | Nicky | Developer | |
| **Success Criteria** | Start date: May 11th, 2023 (now)  Expected completion date: June 14th, 2023 (5 weeks from start date)  Final deliverable: Travel Site  Key project objectives: Creating a functional website. |
| **Key Project Risks** | * Meeting deadline * Delivering a working project * Software scalability * Budget risk and technical debt * Not sticking to Agile traditional principles and approaches |
| **Rules of Behavior**  (values and principles) | 1. Team members must treat each other with respect, be open-minded and provide constructive feedback. 2. Each member will accept responsibility and take account of their actions. 3. Team members will work together when needed when making team decisions. |
| **Communication Guidelines**  (scrum events and rules) | 1. Daily Scrums will be held at 10 AM each every work day, no longer than 15 minutes. 2. The team will be notified by e-mail from the Product Owner if the meeting is cancelled. 3. All members are expected to be on time for the meeting. 4. Scrum board must include updated tasks before meeting is held. |

**Reflect on the format and effective practices of a Daily Scrum** by addressing the following:

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?

* What did I do yesterday to help meet the Sprint Goal?

Asking questions about what tasks were accomplished on the previous days that meet the goal allows the Scrum Master to determine if the tasks in progress are completed. Depending on the status of the tasks, the Scrum Master can then decide the number of duties to be assigned to the team. If the Scrum Master gives too many at once, there is a risk in the sprints that may cause delays in the progress. Also, asking what was completed the day prior reveals to the Scrum Master how to evaluate which employee is focused.

* What will I do today to help meet the Sprint Goal?

Asking what tasks will be done today determines the project’s new strategy. Due to unforeseeable changes, the team can quickly restructure to get back on track with its actual progress. By inspecting the work and adapting to what work is left allows the Sprint Backlog to be transparently visible.

* What impedes us from meeting the Sprint Goal?

Asking what is blocking the team from meeting the Sprint Goal helps the team work together to overcome what is delaying the project from progressing. A few examples in the video are window glares caused on sunny days and having the other Scrum Masters collaborate as a team. The Scrum Master resolved the window glare issue by purchasing blinds to reduce the glares on the computer screen but is currently struggling to find the courage to persuade the other Scrum Masters to collaborate and contribute to the organization's impediments list.

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 helps facilitate the Daily Scrum throughout the video by initiating the agenda to guide all items that need to be addressed d to stay on track with precise topics, objectives, and time frames. The Scrum Master then explains roadblocks of how specific issues were resolved while others are still pending. Once this topic is covered, the Scrum Master will facilitate all employees to share their responses to the key questions. During this time, the Scrum Master and other members will collaborate to solve any issues regarding the tasks on the Scrum Board.

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

The Scrum Master was effective in keeping the group focused. When the Scrum Master was questioned if the Product Owner needed to attend the Daily Scrum, the Scrum Master responded by informing the team it was off-topic and saving all sidebars at the end of the Daily Scrum. Another practical thing the Scrum Master accomplished was instilling self-management. Throughout the video, the Scrum team has a sense of direction to completing the project while the teams collaborate to solve problems and allow everyone to have a voice. A way the Scrum Master can improve is to be more engaging with the group individually. According to Geekbot Blog, “A rookie mistake for Scrum Masters is to start focusing on building better products faster without getting to know the personalities and characters of the individuals on their team.” (Geekbot, 2021, para 36). During the video, one Scrum team member, Eddie, is frequently late in attending the Daily Scrum and is noticed by other team members. The Scrum Master should observe and inform the product owner of Eddie’s behavior and how it impacts the team.

**References**

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