# SNHU Travel - Vacation Booking System

# CS 250 - Agile Team Charter

# Ryan Hatch

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# student@rshatch.com

# Southern New Hampshire University

| Item | Response |
| --- | --- |
| **Business Case/Vision**  (value to attain) | To expand the client base by offering trendy, niche vacation packages that cater to a diverse range of interests and destinations. |
| **Mission Statement**  (result to accomplish) | To develop a user-friendly vacation booking system that showcases niche vacation packages, making it easier for travelers to find and book their ideal holiday. |
| **Project Team**  (team members and roles) | **Product Owner:** Christy  **Scrum Master:** Ron  **Developer:** Nicky  **Tester:** Brian |
| **Success Criteria** | **Start date:** 10/31/2023  **Expected completion date:** 12/5/2024  **Final deliverable:** A functional and user-friendly vacation booking system featuring niche holiday packages.  **Key project objectives:**  Understand customer needs and interests in niche vacations.  Develop a system that is easy to navigate and book vacations.  Test the system thoroughly to ensure it is bug free and user friendly. |
| **Key Project Risks** | * Delays in development leading to missing opportunities in the vacation travel season. * The 5 week deadline is a very short period of time for this magnitude of an application. * Technical challenges in developing the booking system. |
| **Rules of Behavior**  (values and principles) | * Open and transparent communication among all team members. * Commitment to delivering a high quality product. * Respect for each team member’s role and contribution to the project. * Accountability for one’s tasks and responsibilities. |
| **Communication Guidelines**  (scrum events and rules) | **Daily Scrum:** 15-minute stand-up meeting where each team member shares their updates.  **Sprint Planning:** A meeting at the beginning of each Sprint to plan the work to be done.  **Sprint Review:** A meeting at the end of each Sprint to review the work completed.  **Retrospective:** A meeting to reflect on the Sprint and discuss improvements for the next Sprint.  **Backlog Refinement:** Ongoing process of updating the Product Backlog to ensure it is always ready for the next Sprint. |

**Daily Scrum Meeting Format and Effective Practices**

**Key Questions for a Daily Scrum Meeting:**

* What did you do yesterday?
* What will you do today?
* Are there any impediments in your way?
* These questions help the team stay aligned with their Sprint goals and identify any obstacles that may be hindering progress.

**Scrum Master's Role in Facilitating the Daily Scrum:**

The Scrum Master ensures the meeting stays focused and within the time limit. She should listen to the team's updates and note any impediments mentioned, then work on removing those obstacles after the meeting.

**Effective Practices and Areas for Improvement:**

The Scrum Master did a good job of keeping the meeting on track and ensuring each team member had a chance to speak. She could improve by asking clarifying questions if a team member’s update is unclear or if they mention an impediment that needs more explanation. This can help the Scrum Master better understand the challenge and how she can assist in removing it.