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# Agile Charter and Reflection

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# CS 250 Software Development Lifecycle

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5/19/2024

# CS 250 Agile Team Charter

## [SNHU Travel Development]

| Item | Response |
| --- | --- |
| **Business Case/Vision**  (value to attain) | Amanada (Client) is looking to find a way to broaden the SNHU Travel customer base by offering niche vacation packages. |
| **Mission Statement**  (result to accomplish) | Create a niche vacation booking system that will allow SNHU Travel to reach a larger audience in the United States. |
| **Project Team**  (team members and roles) | Product Owner: Christy  Scrum Master: Ron  Tester: Brian  Developer: Nicky |
| **Success Criteria** | Start date: 5/19/24  Expected completion date: 6/23/24  Final deliverable: Niche Vacation Booking System  Key project objectives: Website allows niche vacation packages |
| **Key Project Risks** | * Small timeline to meet project demands. * Adjustments to existing site could create more work * System generates “niche” vacation packages |
| **Rules of Behavior**  (values and principles) | * Commit to transparency and honesty. * Each person will be heard and listened to respectfully. * Collaboration must be consistent among peers and team. * Being on time and prepared. * Commitment to focus on tasks at hand. |
| **Communication Guidelines**  (scrum events and rules) | * A daily scrum will take place each day at 9 am. * The daily scrum will take no more than 20 minutes. * Follow up side-bar meetings will be acceptable * Each sprint will consist of 1-week intervals. * There will a sprint planning before each sprint. |

The daily scrum is an integral part derived from the agile methodology. The agile method involves breaking down a project in what would be known as sprints and showing an emphasis on collaboration and improvement. This would set the groundwork for why the daily scrum is so important. If we have an environment set up for collaboration and communication, we would have to have a meeting to bring all parties together to make sure everyone is on par with each other.

The daily scrum is the process of having a daily meeting to discuss the product backlog and address any impediments that the developers may have. As was stated above, sprints are the sections broken down from the project which would have items derived from part of that project included. In these meetings, the only things the meeting would focus on the items on the product backlog for these specific sprints that they are currently heading. The product backlog can be considered an agenda of sorts that has varying priority based on the direction of the product owner. This alone allows for a more focused approach instead of being bombarded with varying items of problems from top to bottom, it would simply be each of the tasks that they have direction on currently.

In today’s society, one of the most important things to consider is communication. These meetings allow for a portion of time where they are to come together and can discuss where they are at and any problems that may arise. The three questions that are most asked, “what did I do yesterday that helped the Development Team meet the Sprint Goal? What will I do today to help the Development Team meet the Sprint Goal? Do I see any impediment that prevents me or the Development Team from meeting the Sprint Goal? (Hughes, Season,2023)” These questions allow for open communication across the board which is important for transparency purposes and allowing to see where changes can be made. For example, if someone is having some difficulties with a specific task, there may be someone else that has more expertise or simply has an idea for another solution to that problem. This can make all the difference.

The final thing I wanted to mention was a daily scrum is short and concise consisting of only 15 minutes at maximum which does not take much of the day. This allows for being able to have information prepared and presented quickly. This format can be transitioned into many other aspects of society and find usefulness. One of the articles I looked at was an adaption of the daily scrum by doing weekly meetings for problem-based learning in a school setting. “During the execution of the Sprint, daily structured meetings are planned, in the Daily SCRUM format, in which the project manager (tutor/teacher) meets with his team (group of students) to review, with each team member, how the activities of the previous day were carried out.” (da Silva Devincenzi, 2022) This shows how much of an impact this can have on work being carried out by being able to apply this to anywhere where improvement can be made by addressing those three main questions in a format that allows for individuals to be able to express where they are individually and create a constant plan for improvement.

Citations:

* da Silva Devincenzi, S., Kwecko, V. R., de Lima Bicho, A., de Toledo, F. P., & da Costa Botelho, S. S. (2022). SCRUM applied to Problem-Based Learning: a hybrid model for managing the teaching-learning process. 2022 IEEE Frontiers in Education Conference (FIE), Frontiers in Education Conference (FIE), 2022 IEEE, 1–7. https://doi-org.ezproxy.snhu.edu/10.1109/FIE56618.2022.9962502
* Hughes, S. (2023, January 27). The evolution of the daily scrum. Agile Learning Labs. https://agilelearninglabs.com/2023/01/the-evolution-of-the-daily-scrum/