

Letter of Understanding Agile Technology

Date: [Insert Date]

Dear [Team/Individual's Name],

We are excited to welcome you to our new team at [Company/Organization Name]. As we embark on our journey towards adopting Agile technology, we want to ensure that everyone has a clear understanding of the principles and practices that will guide our work.

Agile is a methodology that emphasizes collaboration, flexibility, and customer satisfaction. It promotes iterative development, where we can adapt to changes quickly and deliver high-quality results consistently.

Key Principles of Agile:

- Customer satisfaction through early and continuous delivery of valuable software.
- Welcome changing requirements, even late in development.
- Deliver working software frequently, with a preference for shorter timescales.
- Collaboration between business stakeholders and developers throughout the project.
- Support, trust, and motivate the people involved.

As part of our onboarding process, we will provide the necessary training and resources to help you get acquainted with Agile practices. Please feel free to reach out if you have any questions or need further clarifications.

Looking forward to our collaboration in this Agile journey!

Sincerely,

[Your Name]

[Your Position]

[Company/Organization Name]