

CSC106

Group Norms and Team Contract

Group Member Names: Ivan Ortiz , Oscar Aquino

The objective of this activity is for your group to decide upon group norms and craft a team contract. Your entire group should come to a consensus about these items.

Submit the link to this document as part of your quiz for today. Also share the link with everyone in your group.

Note that part of your final project grade will be the effort you put into your project.

Decisions (How will they be made? Majority, consensus, other?)

Come to an agreement before making a final decision.

Attendance (What are your expectations for the frequency and type of attendance for work outside of class/lab time?; What are legitimate reasons for missing? What do missing members have to do to make up for missed meetings)

We expect to set certain times to work on the project that we could both meet. Last minute emergencies would be a legitimate reason to miss attendance. Most likely we

won't have to deal with missing meetings since all the information would be talked about either through text or in person so that we both know what is expected.

Assignments (How will assignments be made? How will the group deal with members who do not complete (or poorly complete assignments?)

Assignments will be made up of sections of the code that a member of the group should complete by a certain deadline. Ask them to fix/complete it and if they do not comply fix it myself and take more credit on the assignment.

Participation (How will you communicate and share information; How will you ensure full participation of everyone? How will you honor member strengths and interests)?

We have each other's contact information to communicate any information to be discussed or shared. We will be tracking our work to see if we are both on track and participating on the project. We will honor members strengths and interests by coming to a mutual consensus about who will do what.

Meeting Times and Locations/Mediums (How will you decide on locations and times that suit all members)?

Come to an agreement on the amount of times per week and at an agreed location to go over and merge pieces of the code that were done separately.

Agenda and SCRUM Meeting Notes (Who will take them and in what format will they be shared?)

Ivan will take the notes on a shared doc between group members.

Promptness (What do you expect and how will you handle lateness?)

We will handle lateness by trying to stay ahead of schedule so if we do fall behind we will not actually be short on time.

Conversational Courtesies (How will the team encourage and reinforce active listening, sharing of the airtime, tangents, respectful dialogue, etc)

We will divide the project in such a way that when we meet weekly we must both contribute to combining the parts of the project we worked on separately.

Enforcement/ Feedback (How will the team enforce its own rules? How do individuals prefer to give and receive feedback?)

The team will enforce its own rules by using the penalty of contacting the professor if members cannot comply with rules. Members will accept all feedback granted that it is constructive and works towards bettering the project.

You may add additional norms here.