Team Boba Finder
App: Boba Spot
12/5/23

Team Working Agreement

Meeting Day(s) and Times

Tuesday (2pm - 3pm)
- Check in on progress
- Plan on work for the week (appointing roles)
- Any group work / work on sprint documents

Thursday (5pm - 6pm) w/ TA
- Progress from the week
- Any setbacks
- Plans for the weekend / finishing touches

Expected Working Hours

- Working on the project throughout the week if given time
- If there are any time constraints due to personal life conflicts, it is OK to take time off
- Expected to have tasks done by a given timeframe
- Attend all meetings in-person if possible else online

Expected Work Behavior

- Communicate with the group if there are any setbacks
    - Communicate with the team if you need to take time off and/or can't finish your allocated tasks
    - Communicate with the team if you can't make it to the meeting
- Timeframes for task are based on your own belief on when you can get it done
    - However, they are all-or-nothing if you finish them on time or not
- Work in pairs and communicate with your partner on your task
    - Extending to the whole group chat is okay if it involves work from other team members
- Commit to the repository frequently with helpful comments
- Message the group on when a pull request has been made as to get it reviewed/approved