

Team Contract

Group 1

Team Name: UAE Engineers Team

GOALS:

- Achieve the goal of the machine learning project without difficulties.
- Discover how to apply techniques of supervised and unsupervised learning.
- Improve collaboration and project management competencies.
- Support team sharing by resource and mentorship to promote learning from peers.
- Foster technical writing and presentation skills through documentation and group presentations.

EXPECTATIONS:

- Join the team meetings (virtual/in-person) and inform the team beforehand in case of unavailability.
- Collaborate through the group chat platform and WhatsApp on a regular basis.
- Each team member is to analyse team progress at least once a week and offer feedback.
- Be respectful, open-minded, and encourage inclusive discussions.
- Submit all completed work by the deadline as instructed.
- Critique each other's work in a supportive manner.

POLICIES & PROCEDURES:

- Schedule a progress meeting every Friday.
- For documentation and sharing of code, a Word Document shall be utilized.
- Collaboratively brainstorm before commenting any major tasks.
- Code reviews are done through pull requests and done collaboratively marking any approvals.

ROLES:

- Project Lead: Fahad Saleh – supervises progress and team merging.
- Data Specialist: Ali Yousef– Carries out data gathering and data preparation.
- Model Developer: Jasim Alzaabi – Works on model development, training, and parameter tuning.
- Documentation Lead: Ali Alzahmi – Prepares and coordinates all project reports and documentation and formats the master report.
- Report Lead: Koulthoum Hassan – Collect inputs from all participants/ team members and integrate them with the right format, citation styles, and submission guidelines.

These roles can remain constant, or change every other week, depending on the phase of the project.

CONSEQUENCES:

- Correct missed work, as needed, during discussion and reallocation.
- Any non-repeated performance issues would entail reporting to the instructor and contemplating team reorganization.
- Conflicts will be solved through voting or discussions within the team; if not, they will be taken to the instructor.

By signing this contract, we confirm that:

- We took part in defining in these goals, expectations, roles, procedures, and consequences as described in this contract.
- We understand that we must comply with the terms of this contract.

Fahad Saleh, 03 May 2025



Ali Yousef, 03 May 2025



Jasim Alzaabi, 03 May 2025



Ali ALzahmi, 03 May 2025



Koulthoum Hassan, 03 May 2025

