

CSC106

Group Norms and Team Contract

Group Member Names: Anthony Fields, Raymond Brown

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.

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

Decisions will be made as long as we both agree on an idea.

2. 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 will both make an effort to visit the project as frequently as we can. Legitimate reasons are if one of us is busy with class, work, need a break, etc. For missed meetings, the other will answer whatever questions the missing partner will have.

3. 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 by us assigning realistic dates to get things done. If assignments are not completed by the other member by the due date then we will rank down on their percentages.

4. 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 will communicate over social media and online, and ensure full participation by holding each other accountable. We will honor strengths and interests by working together and helping each other where another may be weak.

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

We will discuss any available times that we have, and it will most likely be at the library or online if it works for both of us.

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

We will both work on the agenda and SCRUM meeting notes by using a shared google sheet document.

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

I expect both of us to be prompt and show up when we say we are going to.

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

In the end we will have to end up on agreeing with our decisions, can't just leave with two opposite sides.

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

Each member will say their rules, and we come together and agree and disagree on our rules.

You may add additional norms here.