Course name: CM2020 Agile Software Project

Tutor group number: Group 5

Team number: Team 37

# **Team rules**

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| **Consider** | **Our group rules** |
| Grade your group is aiming for | 80% |
| Time spent in group meetings | Strict 1h/week for a clear agenda. We focus on agenda only. |
| Meeting behaviour | * Arrive 5 min early to check-in/test mic/… * Warn 1 day in advance if unavailable * Rotate time-zone meeting schedules if necessary (1month UK 9am, 1month US 9am). * Keep a constructive spirit, welcome all ideas, no bad language. |
| Amount of work done individually | 1h Meeting/week + 3h personal work/week. |
| Timeline | We aim to not overrun 2 dates: - Mid-Term (week 10, Friday 17-June ) (+ week 11 as buffer).  - Final Term (week 20, Friday 26-Aug) (+ week 21 and 22 as final buffer)  => insert a 1-week Development SPRINT if necessary to catch-up delay around week 17. |
| Communication between meetings | Reply within 1 business day (Monday to Friday) on Slack. |
| A team member does not participate, or leave the group mid-way. | We continue the project and reduce the scope accordingly. |
| Consequence for being late for meetings | Cold shoulder “don’t do it again please” |
| Consequence for not finishing an individual task on time/to a high enough standard | tbd |
| Consequence for not finishing an individual task/not contributing fairly | tbd |