

Section 1: Team members data, preferences, and expectations

Name of team member	Roles			Grade expectations		Preferred times for...	
	Natural roles	Preferred tasks	Why (any special skill?)	Minimum grade	Expected grade	Extra meetings	Work habits
Kristiyan Velikov	Complete Finisher	Like working on both front-end (HTML, CSS) and back-end (Java).	I am good at researching and implementing features. I am great at analyzing. Good at polishing details.	6.1	8	Every day at about 19:00	Working until everything is finished.
	Implementer						
	Specialist						
Sophie van der Dong	Implementer	Working on back-end (Java) and front-end (HTML, CSS)	Currently doing a lot of Java but I have worked on making web pages in my free time	6	8	Every week day till 6:00, from 20:00, Saturdays: around 14:00-17:00	Working hours flexible, taking breaks when coding too long or unable to concentrate
	Team Worker						
	Complete Finisher						
Amir Zhaparov	Team worker	Working with Java, HTML	I have experience of working with Java.	6.5	8	Week: After 18:00 Weekend: After 20:00	Overworking
	Complete Finisher						
	Specialist						
Alex Petrov	Shaper	Working on back-end (Java) and a bit of front-end	Most of my programming experience is in Java and C#. Eager to learn front-end.	6	8	Almost every work day after 19:00. Saturday after 12:00 is also possible.	Can work many hours in a row. Prone to overheating.
	Implementer						
	Co-ordinator						
Kim Klein Lankhorst	Implementer	Keep overview Bit of everything with developing	I like to know what's going on in our progress Really like the programming parts but wouldn't say I'm an expert in any language	5.5	8	Afternoons from 19.30 Most complete weekend days are also fine for me but depends on my sports-schedule	Not working all the regular hours but I will finish my parts. Efficiency is important for me, don't like to waste time
	Monitor Evaluator						
	Complete Finisher						

Section 2: Project Goals

The work team has agreed to work towards the following main objective



*To plan, design, implement, test and delivery a web application for the company **Kick-In** that include the features of **(a) documents and email search engine** and **(b) granting access to documents**, and **(c) viewable on all screen sizes** in the time of 11 weeks*

The main objective can also be understood as the following specific objectives:

Sub goal	S (Specific) What	M (Measurable) Up to	Attainable How	Relevant Why	Time Bound When
1	To create a central platform for associations to find relevant documents and emails.	Testing the system while implementing. All search tests have close to 100% success rate.	By having a web-application connected to a database with the documents.	To fulfill the request of our client.	Finished in week 11
2	Application should be usable on all screen-sizes (wide-screen, laptop, tablet, smartphone)	Content readable and able to navigate through in all four instances.	Creating a layout with HTML, CSS that works with percentages/sections.	So the contents are easily viewable on whatever platform.	Finished in week 8
3	We will make sure to comply with the client's wishes and understand them with as much detail as possible.	With a scale from 1 to 10 . We will aim at at least 8 at first and strive for 10.	By a scale from 1 to 10 measuring the client's satisfaction.	The client's input is our most important aspect to consider for the success of our project.	Weeks 4, 7, 10
4	Users can be granted access to documents either individually, per activity or per organisation type.	10 out of 10 cases that the user gets access when the	By having different connections in our database where documents are linked to	To make it better accessible for the users to	Finished in week 7

Group Contract: Team [50/team 6 Kick-In]

3

		document is meant for that user	individuals, activities and organisations.	find what they are looking for.	
5	Team workflow will be kept on a professional level to maximize efficiency.	Survey on member work satisfaction should score at least 80% for every member.	With a survey on member work satisfaction.	To make sure the work continues without spending time on unneeded arguments and members struggling with a certain task.	Weeks 2-11

Section 3: Behavioural rules

If the group encounters an internal problem that it cannot resolve in a negotiated manner, the group will go to this section to solve the problem through the following solution paths

Issue	Rule	After N times	Consequences of breaking the rule
Attending the meetings	If it is not possible to attend a meeting, you need to notify the other group members through discord preferably.	1	You get a warning from the scrum master, and be asked for an explanation.
		2	Discussion with the group about continued absence, supervisor notified if explanation deemed unsatisfactory, with an orange card given.
		3	Supervisor is notified, and a red card is given.
Active participation	Members should contribute ideas to the work. They should actively deliver the tasks assigned to them.	1	A discussion is held why the member cannot achieve the participation needed.



Group Contract: Team [50/team 6 Kick-In]

4

		2	A warning is given that an orange card could be given to the member if no participation is shown.
		3	An orange card is issued to the member by the team and further conversation with the project supervisor is planned
Delivering my work	Members should finish their assigned tasks before the defined deadline. Their work should be sufficient and cover the desired requirements.	1	A warning is given by the scrum master
		2	An orange card is given to the member and conversation will be held to help the member with planning
		3	The supervisor is notified and a red card might be given
Being on time	5 minutes after agreed meeting time everyone is present and ready to start working, except for when a team member notified the group with a valid reason to be late.	1	Explanation is asked, and a warning is given by the scrum master
		3	Orange card is given by the scrum master and discussion about timeliness is held with member to improve their attendance.
		5	Supervisor is notified and red card is given

Section 4: Commitments

Each member of the team has expressed their agreement with this contract and each of their commitments and that is collected in the following table:

COMMITMENTS		Team members signal				
		K.V.	S.v.d.D	A.Z.	A.K.P.	K.K.L.
C1	As a team member, I promise to do my best to achieve the goal of the team and deliver things on time.	Y	Y	Y	Y	Y



Group Contract: Team [50/team 6 Kick-In]

5

C2	As a team member, I promise to act responsibly with my work and maintain updated the Trello project board.	Y	Y	Y	Y	Y
C3	As a team member, I am committed to being open to dialogue and constructive criticism.	Y	Y	Y	Y	Y
C4	As a team member, I agree to act with integrity and not to commit fraud.	Y	Y	Y	Y	Y
C5	As a team member, I am committed to acting as a team and helping my teammates whenever it is necessary.	Y	Y	Y	Y	Y
C6	As a team member, I promise to be honest, sincere, and respectful with my teammates.	Y	Y	Y	Y	Y
C7	As a team member, I am committed to focusing on the client's needs and wishes before my own.	Y	Y	Y	Y	Y
C8	As a team member, I agree to always respect the role of leader and the agreements in this contract.	Y	Y	Y	Y	Y
C9	As a team member, I declare that I have read, understood and accepted all aspects of this contract.	Y	Y	Y	Y	Y

IN FAITH OF WHICH, the Scrum master declare that all the team have read, agreed, and accepted all the conditions and commitments with the group written in this document that will be applied during module 4 Data & Information 2020/2021

	Supervisor			Scrum Master
				K.V.
NAME:			NAME:	Kristiyan Velikov
DATE:			DATE:	22/4/2021

