UNIVERSITY OF TWENTE.

TEAM CONTRACT

Team ID: 22   Project Title: RC Racing System Mentor(s): Mohammad Assaad, Alex Mo

1. Team information and their roles

The Belbin roles are Resource Investigator, Team-worker and Co-ordinator (the Social roles); Plant, Monitor Evaluator and Specialist (the Thinking roles), and Shaper, Implementer and Completer Finisher (the Action or Task roles) (refer to the link for a better understanding: https://www.belbin.com/about/belbin-team-roles)

Name of the Team member	Preferred roles (Belbin)	Reason to select your preference (Any special expertise on your preference?)	Grade expectations		Preferable day, time, and place to have extra meetings	Scrum Master (Week number)	Preferred method of communication for project discussion/informing any relevant updates to your team.
			Minimum grade	Expected grade			
1.Liran Neta	Coordinator / Plant / Implementer	I used to program Backend for many years (python, but the logic is the same of course) + I have experience in planning, management & execution in Start-Ups	7.5	8.5	Only Sunday around 16:00 For extra meetings	2-3	In person / Discord / WhatsApp
2. Kristiyan Velikov	Implementer / Complete Finisher / Specialist	I am good at researching and implementing features. I have	6	8.5	Preferably on weekdays	10	In-person / Discord / Whatsapp

		experience in both front-end and back-end.					
3. Rick Pluimers	*Team worker* *Plant* *Completer Finisher*	*Not a lot of expertise, but willing to put in the work to learn things and complete the project*	*5.5*	*8*	*Preferably on weekdays (Prefer to keep the weekend free).*	*6-7*	*In person* *Discord* *Whatsapp*
4. Aleksandar Petrov	*Shaper Implementer Coordinator*	*Working with java, back-end orientated. A bit of experience with python and C#. Have experience with planning and team cooperation.*	*6*	*8.3*	*Weekdays after 18:00 and weekends after 12:00. (Flexible)*	*4-5*	*In person* *Discord* *Whatsapp*
5. Kağan Gülsüm	*Complete Finisher* *Resource Investigator* *Implementer*	*Have experience with Java / Java back-end development.* *Beginner level C. Intermediate level Python.*	*5.5*	*7.9*	*Weekdays after 18:00, Saturdays after 17:00, and Sundays after 12:00. (Flexible)*	*8*	*In person* *Discord* *WhatsApp* *Email*
6. Laurens Neinders	*Complete finisher, plant*	*I have mainly done front-end/ visual work in past projects, but back-end (java/python) is also no problem.*	*6*	*8*	*Weekend preferably not. During the week on tuesday and wednesday.*	*9*	*In person, Discord WhatsApp*

2. Project Goals

The goals that we have for this project are:
- To develop a product that meets all the requirements
- Finishing the product in time
- Having a good time as a working group
- Improve python skills
- Learn Linux basics
- Low-level programming skills, software and hardware integration
- Learn Raspberry Pi Programming

3. Team Expectations

a) Participation
As a project team: - We agree not to miss any meeting unless something is very important.
- Every member should be active during the meetings
- In-and-outside of working hours, everyone must try to respond to ongoing conversations (in Discord) within a reasonable timeframe (weekday: up to 6 hours / weekend: up to 1 day)
- We agree to be prepared for meetings

b) Meetings
As a project team:
- Everybody attends unless they have a valid reason.
- We agree to prepare ourselves with the ideas, and the tasks to be done before the meeting.
- We agree to conduct a polite discussion.
- We agree to come to the meetings 5 minutes before the allocated time.

c) Communication

As a project team:
- Everybody attends unless they have a valid reason.

- We notify the SCRUM master (and/or team) as soon as possible when you cannot attend.

- In case the SCRUM master cannot attend, he gives the responsibility to another member

- At least 4 members should attend in order to have a proper meeting.

d) Individual Accountability

As a project team:
- We agree that if a team member does not complete the assigned task in time without intimating us, this is their responsibility.

- We agree to communicate our to-do tasks within the team, and if possible we send reminders to each other to have a submission on time.

- We agree to be aware of the work-flow of the whole team

- In case of mistakes and missed deadlines, owning up to it and trying to fix the caused issues is more important than trying to bury a mistake

- Not relying on others to accomplish all the tasks while yourself does nothing.

e) Conduct

As a project team :
- We will not tolerate rudeness in meetings as it affects the quality of the project.

- We will be disciplined and honest throughout the project.

- We agree to follow the orange card procedure for a warning to the team member(s).

-We agree to keep a professional attitude towards the project assignments and overall discussions in the team.

-We agree to give constructive feedback and criticism when necessary.

f) Conflict
As a project team: - We agree to discuss the problem and mutually find a solution.
- We agree to discuss the problem with our mentor(s) and project coordinator if we couldn't identify the solution.
- We agree to not engage in physical contact and agree that we will use verbal communication to solve the issue at hand.

4. Team Agreements

I undersigned, hereby declare that I have read, agreed, and accepted all the rules and commitments mentioned in this document and will try my best to follow these rules during the project, Course: Computer Systems, Module 5 (2021-22). If the rules are not being followed by us, we will bear the consequences as mentioned.

Commitments (C)	A signal on your commitments (Yes/No)						Team Member's Signature (Image)
	Liran Neta	Kağan Gülsüm	Kristiyan Velikov	Member4	Rick Pluimers	Laurens Neinders	
As a member of the team, I agree that I will help other team members out and care about them	Yes	Yes	Yes	Yes	Yes	Yes	

As a member of the team, I agree that I will notify the whole team through Discord if I cannot attend with a valid reason and I know what the consequences will be otherwise	Yes	Yes	Yes	Yes	Yes	Yes	
As a member of the team, I agree to be patient towards my team members and I know what the consequences will be otherwise	Yes	Yes	Yes	Yes	Yes	Yes	

As a member of the team, I agree to make my best effort to finish everything on time and be dedicated to the team. I know what the consequences will be otherwise	Yes	Yes	Yes	Yes	Yes	Yes	
As a team member, I try to think forward and come up with solutions	Yes	Yes	Yes	Yes	Yes	Yes	
As a team player, I ensure a positive environment for everyone to work and learn	Yes	Yes	Yes	Yes	Yes	Yes	

As a member of the team, if trouble arises, I commit to openly discuss my troubles at the next meeting	Yes	Yes	Yes	Yes	Yes	Yes	
As a team member, I make sure that my work is acceptable in terms of quality and dedication, such that laziness and sloppiness will not affect the results of the entire team	Yes	Yes	Yes	Yes	Yes	Yes	

As a team member, I agree to act with integrity and not to commit fraud.	Yes	Yes	Yes	Yes	Yes	Yes	
As a team member, I am committed to being open to dialogue and constructive criticism.	Yes	Yes	Yes	Yes	Yes	Yes	