

# E80 Team Contract Specs

## Team Contract Specifications

### Effort

- ☐ Mission statement present.
- ☐ Logistics includes communication medium and agreed upon norms.
- ☐ Group data storage system created (e.g., shared Drive or shared folder on Google Drive).
- ☐ DOCX version of team contract uploaded into shared drive for group editing.
- ☐ Objectives present for team.

### Completion

- ☐ Team mission is clear and concise.
- ☐ Logistics and organization section clearly outlines communication and collaboration methods and expectations.
- ☐ Strengths and weaknesses are included for each team member.
- ☐ Team objectives are clear, specific, and include metrics to assess how the team is performing.
- ☐ Team norms explain what they will do to create a high-functioning team, how they will know when things are going
- ☐ All team members have signed the form.

### Comments

Add specific notes here about the assignment and what is yet to be completed.