

## Team Contract

Team Name: \_\_\_\_\_ Date: \_\_\_\_\_

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GOALS: What do we want to accomplish for this project? What tasks must be completed? Who will complete these tasks?

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EXPECTATIONS: What standards do we expect of each team member? (i.e., attendance at meetings, participation, communication, quality of work, academic integrity, etc.)

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POLICIES & PROCEDURES: What rules must we follow in order to successfully complete this project?

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CONSEQUENCES: What steps will the team take to address any non-performance in meeting the goals, expectations, policies, and procedures?

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Adapted from:

<http://www.cmu.edu/teaching/design/teach/instructionalstrategies/groupprojects/tools/TeamContracts/TeamContract.docx>

All team members agree with these goals, expectations, policies, procedures, and consequences.

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Team member name

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