Appendix A: Team Contract Template

This is an informal contract to ensure that all team members have a common understanding of what is expected in terms of work standards, communication, division or work, and conflict resolution.

Team Members (Name & ID)

	Name	Student ID
Member A:	Antonina Kosyakova	2238996
Member B:	Alaa Kirdi	2363678

Strength & Weaknesses

Within the context of this project, what are the strengths and weaknesses that each member brings to the team?

Member A: My strengths in programming are my attention to detail and my perseverance in learning and improving. My weaknesses are avoiding advanced syntax like '=>' and spending too much time on small details, which can slow me down.

Member B: Strength: I prioritize writing precise and clean code, ensuring it is well-documented with comments for both my understanding and the readers. I also make a habit of thoroughly reviewing my code to eliminate redundancies, avoid magic numbers, and maintain a high standard of quality.

Weaknesses: I might need more detailed informations about the project and that might slow us down if I take too long trying to understand what to do exactly. Another is that I sometimes have poor time management because of all the projects due and additional work outside of school.

Definition of "good enough" for this project

What would the team collectively consider "good enough" of an achievement for the project?

(One response for the whole team)

A good enough achievement for your final project would be meeting all the core requirements, writing clear and organized code with proper comments, and including basic error handling. Successfully applying what you've learned is a solid accomplishment, and adding one small extra feature or polish can make your work stand out.

Picked Topic

Restaurant Menu

Division of work

How will each member contribute to the project?

Member A: I'll contribute by writing clear, organized code, implementing the main features, and helping with testing and debugging. I'll also work with my teammate to split tasks and finish the project on time.

Member B:
Adding comments to clarify each step i took into the code, making the visual look nice, writing clean code and try to finish my parts on time.

Frequency of communication

How often will the team be in touch and what tools will be used to communicate?   The team will stay in touch regularly through Teams private chat and social media, checking in as needed to share updates, ask questions, and coordinate tasks.

Response delays

What is a reasonable delay to reply to messages? Is it the same for weekdays and weekends?

A reasonable delay to reply to messages could be within a 2 hours on weekdays, unless we had a deal to work on the project on specific time slot (then it would be 15-20 minutes) and by the end of the day on weekends, depending on everyone's availability.

Receiving feedback

Each member must provide a sample sentence for how they would like to receive constructive feedback from their peers.

(If unsure, assume a hypothetical situation such as you have not completed your work in time or you have not replied to a message in a timely manner).

Member A: I would prefer constructive feedback to be given in a clear and respectful manner, focusing on specific actions or areas for improvement. For example, if I missed a deadline or didn't reply promptly, please point it out directly, explain how it impacted the project, and offer suggestions for how I can improve next time.

Member B: If ever I miss a deadline for one of my parts, I w

In case of conflict

If a team member fails to communicate as described in this contract or does not respond to constructive feedback, what measures should the other teammate take?

Message the other teammate until they respond and do their part, if that doesn't work then it is better to involve the teacher.

(One response for the whole team)