**Group 3 Team Charter**

* Group Name:
  + Austin Smith: I like to keep things pretty simple so I suggest a name that I always use: Team Error Prone or we should name our group something that’s relevant towards our topic.
  + Mehk: I’m fine with whatever you are.
  + Anders: I think “Team Error Prone” is funny and creative but I hope we do not live up to the name. Just kidding.
  + I’m fine with “Team Error Prone”
* Group Members:
  + Austin Smith
  + Mehk Heath
  + Anders Pierson
  + Xavier Faulkner
* Communication Channel:
  + Discord
* Trello Board/Github Project Boards:
  + <https://trello.com/invite/b/SnoKPlMC/14458a2d3a38eb04ebd75b5357313612/itsc-3155-final-project>
* Github Repo:
  + <https://github.com/AustinMorganSmith/ITSC-3155-Final-Project.git>
* Lowest grade satisfied with?:
  + Austin Smith: Lowest grade I’m okay with is an A
  + Mehk Heath: A
  + Anders Pierson: Nothing less than an A
  + Xavier Faulkner: I would be mostly satisfied with an A but I wouldn’t blame anyone if we got a B
* Time-management strategy:
  + Austin Smith: I think we should create a Trello board so we can manage our design sprint. Additionally, we should have someone that tracks due dates and reminds group members via discord. I think this would allow everyone to have a clear understanding of what is upcoming and expected, and would also cut down on procrastination.
    - **What type of workers are you guys? Do you like to wait until it’s close to the deadline to start or do you like to do things ahead of time? Are you procrastinators?**
    - Austin: I like to procrastinate so that’s why I pay extra attention to when things are due so I can push back assignments that aren’t due yet. So I like having all my deadlines planned out cause I know I’m not going to do them until the last minute.
  + Mehk: I usually like to work ahead on things and knock out smaller tasks first.
  + Xavier Faulkner: I tend to procrastinate I usually wait till either the day of or the day before to start working on my assignments. However, I only do this with small assignments that I know won’t take long. For longer projects, I start about 2 or 3 days before the due date to get most of it done.
  + Anders: I tend to procrastinate on assignments I know I can do in less than an hour but for big projects like this one I like to do the design and ideas as soon as I can that way we can take our time on implementation.
* How we handle leadership:
  + Austin Smith: I think we should have either one leader or we should implement a rotating leadership system
  + Mehk: I’m fine with one leader and maybe rotating leadership if one gets stressed.
  + Xavier Faulkner: I think rotating leadership would work best so that we don’t put too much pressure on one person.
  + Anders: I think rotating leadership is the best strategy that way we all have qual skin in the game.
* How we handle teammate discipline:
  + Austin Smith: I think we should talk to the teammate and if their behavior doesn’t improve then we should start the process of removing them from the team
  + Mehk: I believe communication is best at first because sometimes people need warnings and then maybe more actions if there is no improvement.
  + Xavier Faulkner: I also think that talking to them first and giving them a chance to catch up a bit is the best way to handle it. Then if they continue to not pull their weight we can talk to the professor or the TAs about removing them.
  + Anders: I think when dealing with a teammate that is slacking behind, that we should talk to them first to see what the problem is. If they continue to slack off they get one warning before being removed from the group.
* Project roles:
  + Austin Smith: Leader, Presenter, Time management leader, Head coder (someone that coordinates our coding efforts and makes sure everything is working), Head Data analyzer (someone in charge of making sure the data we analyze is correct).
    - **Feel free to add your suggested roles and what their responsibilities are.**
    - Austin: I’m willing to be the Leader and presenter if no one else wants to do those roles.
  + Mehki: I am willing to be the head coder or data analyzer
  + Xavier Faulkner: I’m not very good at presenting or time management, so I think being in charge of either the data or code would be best for me.
  + Anders: I am proficient in web design and am in the concentration of data science so either head designer or data analyst would be the best roles suited to me

**(1 point) Chosen Group Name**:

**(1 point) Group Members**:

**(1 point) Communication Channel:**

**(1 point) Trello Board/Github Project Boards:**

**(1 point) Github Repo:**

(1 point) **What is the lowest grade your group will be satisfied with?**

(1 point) **Our agreed time-management strategy will be to:**

a. work well ahead of deadlines

b. work a few days ahead of deadlines

c. work right up to the deadlines

d. other - please explain your plan!

(4 points) **Describe how you will handle your team leadership.** i.e. - will you have a leader and if so, who? Will you rotate this responsibility and if so, how do you plan to do so? Will each person take a turn or will it be rotated among only a few people?

(4 points) **How do you plan to handle the situation if someone does not meet expectations? Has everyone agreed to this strategy?**

(1 points) **List your project roles:**