

CSC106

Group Norms and Team Contract

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The objective of this activity is for your group to decide upon group norms and craft a team contract. Your entire group should come to a consensus about these items.

Submit the link to this document as part of your quiz for today. Also share the link with everyone in your group.

Note that part of your final project grade will be the effort you put into your project.

Decisions (How will they be made? Majority, consensus, other?)

Decisions made by consensus

Attendance (What are your expectations for the frequency and type of attendance for work outside of class/lab time?; What are legitimate reasons for missing? What do missing members have to do to make up for missed meetings)

Regular class attendance

Meet through zoom or in person if possible

Standard reasons for missing (sick, etc.)

If you miss make up some section of the work

Assignments (How will assignments be made? How will the group deal with members who do not complete (or poorly complete assignments?)

Each person could implement one feature at a time

If sections aren't completed it will be reflected in the percentage on the answer document

Participation (How will you communicate and share information; How will you ensure full participation of everyone? How will you honor member strengths and interests)?

Communicate through email, text, zoom

Keep regular communication

Find out what sections each partner is best at and split work accordingly

Meeting Times and Locations/Mediums (How will you decide on locations and times that suit all members)?

Communicate to find out times that work for both people potentially meet through zoom if short on time

Agenda and SCRUM Meeting Notes (Who will take them and in what format will they be shared?)

I'll probably take notes and I'll be using google docs to share

Promptness (What do you expect and how will you handle lateness?)

Try to show up at least close to on time or if you're going to be late let someone know

Conversational Courtesies (How will the team encourage and reinforce active listening, sharing of the airtime, tangents, respectful dialogue, etc)

Allow free flow of ideas to help with problem solving

Enforcement/ Feedback (How will the team enforce its own rules? How do individuals prefer to give and receive feedback?)

Any feedback is welcomed

You may add additional norms here.