

**Project Title:** [Insert Project Title]

**Course:** CPS5007 – Team Project

**Instructor:** Harshil Joshi

**Team Name:** CodeCrafters

## Purpose of the Contract

This team contract outlines the expectations, communication methods, and ground rules for all team members. It ensures clarity, accountability, and collaboration to facilitate a productive and successful project. Each team member agrees to abide by the outlined responsibilities and contribute effectively to the project.

## Team Member Information

1. **Abhaya Bayalkoti - Project Manager**
2. **Bikash Gurung - Tester**
3. **Bandana Magar - Front-End Developer**
4. **Prabin Pokhrel - Back-End Developer**

## Project Manager - Abhaya Bayalkoti

### Expectations:

- Oversee project progress and ensure timely completion.
- Manage deadlines and task distribution efficiently.
- Facilitate team communication and conflict resolution.
- Maintain project documentation and ensure clarity.

## **Communication Methods:**

- Use Slack for daily updates and team discussions.
- Schedule weekly Google Meet check-ins.
- Provide email updates for critical project milestones.

## **Ground Rules:**

- Be punctual in meetings and discussions.
- Foster a transparent and respectful team environment.
- Ensure all tasks are properly assigned and tracked.

## **Tester - Bikash Gurung**

### **Expectations:**

- Conduct thorough software testing to identify and report bugs.
- Create and execute structured test cases.
- Work closely with developers to resolve issues efficiently.

### **Communication Methods:**

- Use Trello to log and track testing progress.
- Report findings in Slack and participate in weekly meetings.
- Document and communicate critical bugs via GitHub Issues.

### **Ground Rules:**

- Ensure all reported bugs have clear replication steps.
- Maintain timely reporting and thorough documentation.
- Collaborate effectively with developers for troubleshooting.

## Front-End Developer - Bandana Magar

### Expectations:

- Design and implement user-friendly interfaces.
- Ensure responsiveness and cross-browser compatibility.
- Collaborate with the back-end team for seamless integration.

### Communication Methods:

- Use Slack for daily design discussions.
- Attend weekly review meetings to discuss design progress.
- Provide updates on UI/UX improvements in Trello.

### Ground Rules:

- Follow modern UI/UX best practices.
- Maintain version control with GitHub branches.
- Keep design documentation up to date.

## Back-End Developer - Prabin Pokhrel

### Expectations:

- Develop and maintain server-side logic and databases.
- Optimize application performance and security.
- Provide APIs and backend support for the front-end team.

### Communication Methods:

- Use Slack to discuss API endpoints and logic changes.
- Attend weekly backend check-in meetings.
- Document API changes on GitHub and update Trello tasks.

### Ground Rules:

- Write clean, secure, and well-documented code.
- Ensure timely integration with front-end functionalities.
- Follow proper database management protocols.

### Decision-Making Process

- All major project decisions will be discussed in weekly meetings.
- Urgent decisions will be communicated via Slack and agreed upon by a majority vote.
- In case of conflicts, the Project Manager will mediate and make the final decision.

### Work Timeline and Deadlines

Week	Task Description	Assigned Members	Deliverables
Week 1	Project planning and requirement gathering	All members	Finalized project requirements document
Week 2	Initial research and tool setup	All members	Selected tools and technologies list
Week 3	UI/UX design and database schema creation	Bandana and Prabin	Design mockups and initial database schema
Week 4	Back-end API development begins	Prabin	Initial API endpoints
Week 5	Front-end development starts	Bandana	Basic front-end interface
Week 6	Integration of front-end with back-end	Bandana and Prabin	Fully integrated basic prototype
Week 7	Intermediate testing phase	Bikash	Bug report and feedback on prototype

<b>Week 8</b>	Back-end optimization and security implementation	Prabin	Optimized back-end with improved performance
<b>Week 9</b>	Front-end enhancements and responsiveness testing	Bandana	Updated front-end interface
<b>Week 10</b>	Comprehensive testing and debugging	Bikash	Detailed test reports and resolved bugs
<b>Week 11</b>	Final project review and polish	All members	Finalized version of the project
<b>Week 12</b>	Submission and presentation preparation	All members	Complete project submission with documentation and presentation slides

## Quality Standards

- Code should follow best practices and be reviewed before merging.
- UI/UX should adhere to modern design principles and accessibility guidelines.
- Testing should ensure functionality, performance, and security compliance.
- Documentation must be maintained and kept up to date.

## Conflict Resolution

- Issues should be addressed through open discussion in team meetings.
- If unresolved, the matter will be escalated to the instructor for guidance.
- Respect and professionalism must be maintained at all times.

## Accountability and Consequences

- Each team member is responsible for their assigned tasks.
- Lack of participation or missing deadlines without valid reasons will be discussed with the Project Manager.
- Continuous non-cooperation may be reported to the instructor.

## Code of Conduct

- Respect all team members and their contributions.
- Communicate effectively and provide constructive feedback.
- Adhere to deadlines and contribute equally to the project.
- Keep project-related discussions professional and focused.
- Maintain confidentiality and integrity in handling project information.

## Termination

### Termination by Agreement:



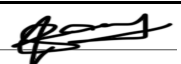
- The Contract may be terminated by mutual agreement of all members.

### Termination for Cause:

- A member may be removed from the Team for failing to adhere to the terms of this Contract, subject to a majority vote by the remaining members.

By signing below, each member acknowledges that they have read, understood, and agree to abide by the terms of this Team Contract.

### Signatures and Agreement:

Name	Role	Signature	Date
Abhaya Bayalkoti	Project Manager		
Bikash Gurung	Tester		
Bandana Magar	Front-End Developer		
Prabin Pokhrel	Back-End Developer	