

## Group Teamwork Agreement for Group # 239

*We will use discord to communicate, with meetings scheduled 12:00 to 2:00 on Saturday on UofT time.*

*If a member cannot attend a meeting, they will text the group that they cannot make it, and will give a progress update.*

*Each member will work on their own portion of the work, and once everyone is finished we will all edit together.*

*If a group member cannot complete a task, they will notify the group ASAP and we will discuss how to complete the task on time as a group.*

*If a group member shows a repeated pattern of not contributing, we will first discuss as a group how to solve the problem. If we cannot solve the problem we will consult with the teaching staff.*

### Declaration of Agreement

We, the members of group 239, will participate effectively in this group as we prepare our final project, over the course of the Fall 2025 term. This will include:

- *Acting in accordance with our group agreement, as outlined above.*
- *Attending group meetings on time.* If I must miss a group meeting, I will inform my group members ahead of time.
- *Coming prepared to share with my group.* If I am unable to prepare and/or complete the agreed work by the meeting, I will let my group know as soon as possible and take on additional work as needed to make sure everyone contributes a fair and equal amount to this project.
- *Being an active listener and participant.* I will ask for clarification if I do not understand something, and I will encourage all group members to speak up and share their views.
- *Giving constructive feedback, but not being unhelpfully negative.* I will comment on strengths and areas for improvement, when relevant.
- *Being respectful and professional at all times.*
- *Alerting the STA302 teaching team to any issues with our group so they can support their resolution.*

By completing the information below, each member agrees to abide by the group agreement and to contribute equally to the completion of the final project.

Name (as it appears on Quercus)	UofT email address	Date signed
Kaifeng Pan	kaifeng.pan@mail.utoronto.ca	22/10/2025
Turkan Yağmur Yenilmez	yagmur.yenilmez@mail.utoronto.ca	22/10/2025
Bohao Zhao	bohao.zhao@mail.utoronto.ca	22/10/2025

*Once completed and signed, upload a PDF copy to your Quercus group page and submit a copy with your Final Project Part 1 submission.*