

Team Contract

Team Name: Team 20

Date: 28-11-2025

Vision: We strive to function as a cohesive unit that supports each other and puts in our best effort to create an end product that exceeds expectations and that we are proud of.

Goals:

- Produce a project that we can take pride in and can list on our resume as the capstone project
- Produce a project that we believe is valuable and that we would use ourselves
- Focus on proper software development principles
- Exceed project expectations and create something unique and creative
- Comfortable, open, safe work environment

Team Expectations:

- Submit PR's by Friday at 2:00 PM
- Meet Weekly (Friday at 2:00 PM unless otherwise agreed upon)
- Provide a detailed guide on how to test/verify correct behaviour on all PR's Manually
- PR's must be reviewed within 24 hours of assignment
- Team logs done by 5:00 PM Sunday
- Limitations of new features must be mentioned and an issue for them must be created by PR author
- Distribution is divided by picking up a new issue as soon as the current issue is PR'ed.
- PR Size limited to 3 meaningful files (files with 50 or more line changes) and 400 total line changes (otherwise we can request changes based on PR sizing)

Communication: detail how the team will communicate (platforms and methods), how often, and expectations for responsiveness.

Primary Communication Channel: Discord, Github

Meeting Frequency: Weekly Meetings

Expected Response Time: Within 24 hours

Schedule & Activities: list key milestones and deadlines for the project. Include regular meeting times and any important dates for deliverables

- Team meeting every Friday from 2-3 PM
- Milestone 1: December 7th 2025, Deliverables
- Milestone 2: March 1st 2026, Deliverables
- Milestone 3: April 5th 2026, Final Product
- Final Presentation: TBA

Statement on commitment to avoid inappropriate behavior:

We commit to maintaining a professional, respectful, and inclusive environment in all team interactions. We will avoid any form of inappropriate behavior, including disrespectful language, harassment, discrimination, or actions that make teammates uncomfortable. We will communicate responsibly, handle conflicts maturely, and contribute to a positive, collaborative team atmosphere. If concerns arise, we agree to address them constructively and follow team or course guidelines for resolution.

Resolution Strategy and steps before executing the fire clause:

1. Private Discussion: The concerned team member(s) will first speak privately with the individual to explain the issue clearly and respectfully.
2. Team Discussion: If the issue continues, the team will meet together to discuss the problem, clarify expectations, and agree on an action plan.
3. Escalation to Instructor/TA: If there is still no improvement, the team will notify the instructor or TA and request mediation.
4. Final Review: After mediation, if expectations are still not met, the team will collectively decide whether to initiate the firing clause according to course policies.

Team Members: Each team member should sign off on the contract to signify agreement and commitment to the terms set forth.

Branden Kennedy:		Necmi Kaan Sapoglu:	
Sven Annist:		Lex Nash:	
Dylan Alexander:			