

Team Agreement for Group 13

Date: 1/28/2026

Team Members:

1. William Pfauth
2. Joshua Twumasi
3. Lemuel Mensah
4. Benjamin Harrison
5. Ebenezer Appiah

Roles & Responsibilities:

Team Member	Role Title	Responsibilities
Benjamin Harrison	Team Coordination Lead	Will organize a team plan to meet project milestones. Will set up team meetings, track status of goals, and help facilitate effective communication among team members.
Joshua Twumasi	Integration Lead	Will take point on collaborating with other teams on the project's overall API design; will assist with merge requests; will address questions or issues from other teams.
Ebenezer Appiah	Quality Assurance Lead	Will oversee the creation, execution, and maintenance of test suites; will track code quality, including functionality, performance, and security issues, and prioritize fixes.
Lemuel Mensah	Documentation Lead	Will ensure the team produces clear, concise, and comprehensive documentation for both end-users and other developers, as well as code that meets all style standards.
William Pfauth	User-Experience Lead	Will lead the effort to ensure that all C++ classes and the final application being developed are as useful and intuitive as possible to the intended audience.

Team Expectations:

1. **Communication:** We agree to maintain open, respectful, and timely communication within our team. We will use [specified communication tool] for our discussions.
2. **Meetings:** Regular team meetings will be held on [specific day/time]. Attendance is mandatory unless a valid reason is provided in advance.
3. **Conflict Resolution:** Any conflicts that arise will be addressed openly in the team setting. If a resolution still cannot be reached after a substantial good-faith attempt, we agree to consult the course instructors to help resolve the dispute.
4. **Feedback:** Constructive feedback is essential. We agree to provide it respectfully and receive it with an open mind.
5. **Work Distribution:** Work will be fairly divided, and each team member commits to completing their tasks by mutually agreed-upon deadlines.
6. **Re-evaluation of Roles:** We acknowledge that the project's needs may change, and different people may want experience in different roles. We are open to re-evaluating and adjusting roles as required. Specifically, we will reevaluate roles after major milestones in weeks 6 and 10, or at any point that two or more group members request it.

Acknowledgment of Agreement:

We, the undersigned, have mutually agreed upon the roles and responsibilities as stated above. We commit to upholding this agreement for the duration of the project and understand that any failure to do so may have consequences on our project's success and our individual assessments.

Name	Signature	Date
William Pfauth	William Pfauth	1/28/2026
Lemuel Mensah	Lemuel Mensah	1/28/2026
Benjamin Harrison	BHY	1/28/2026
Joshua Twumasi	JAT	1/28/2026
Ebenezer Appiah	EA	1/28/2026