

CSC106

Group Norms and Team Contract

Group Member Names: James Cannon

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 will be made when a consensus is reached.

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)

- It is expected that group members show up and participate. If they are unable to show up they should reach out and let the other member know.

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

- Assignments will be done on khan.

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

- Each member should participate and help the group in whatever way.

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

- The group members can decide depending on when the members can meet.

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

- James can do the SCRUM meeting notes on google sheets.

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

- Members should try to be on time, if they are gonna be late they should just let the others know.

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

- The team will encourage conversational courtesies by talking to each other about the problem.

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

- The team will enforce its own rules by talking to each other and figuring the problem out.

You may add additional norms here.