



17 DE FEBRERO DE 2024

# CHARTERING REPORT

GROUP C-1.047



ACME Software  
Factory

Acme SF, Inc.

Repository link: <https://github.com/Cargarmar18/Acme-SF-D01.git>

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## 1. Executive summary

This report will contain a summary that describes how the members of the workgroup were recruited by the manager and for every member some data must be provided as well as a photo of themselves. Moreover, a declaration of understanding of the syllabus making special focus on evaluation and grading procedures as well as the mark that was agreed by the group as the objective to be reached.

After all that information the report will describe the difference between what was defined as a performing well and performing bad indicators. And in accordance with that information how a student that performs well will be rewarded and in contrary how a student that performs bad will be admonished. Furthermore, if the bad performance is still relevant through time which will be the criteria to fire a member of the group

## 2. Revision table

Revision number	Date	Description
1.0.0	17/2/2024	Base chartering report
1.0.1	17/2/2024	Review and adaptations by manager

### 3. Introduction

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In the ensuing document, the primary focus is exclusively directed towards the team recruitment facilitated by the manager, delineating the selected group members designated for project execution. It further expounds upon the comprehensive agreement forged to attain predefined objectives, explains the criteria for obtaining well and bad performance throughout the duration of the subject, articulates the achievable benefits to students demonstrating exemplary performance following well performance indicators, and outlines the repercussions associated with unsatisfactory performance, including the criteria warranting termination with the previously mentioned student.

All information and data presented here has been meticulously joined through collaborative efforts of each team member. This coordinated effort aims to establish a foundational point and a guiding principle to be adhered and performed consistently. Moreover, the delineation of well and bad performance indicators serves as a standard, prioritized in decision-making by the manager, processes concerning the acknowledgment of a team member's accomplishments. Conversely, it provides a framework for evaluating instances of prolonged suboptimal performance, scrutinized by the manager, which may result in the expulsion of the team member and the termination of services with that student.

This chartering report have been manufactured in alignment with the annex. As have been defined it commences with a cover page featuring the author's report credentials. A version table follows, delineating modifications made in this document, classified by number and accompanied by their respective dates, and a brief description of what have been added. After this, an executive summary is presented with the according information indicated in the annex. And this introduction that works as a precedent of the actual contents specified before.

## 4. Contents

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The members of this group have been recruited following a criteria marked as “collaborate affinity” or “work synergy” by the time the team have proved to reach an agreeable result in previous projects.

### 4.1 Group Members

Castillejo Vela, Manuel



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## 4.2 Working commitment

The entire group has unanimously agreed to collaborate on this project, fully grasping the grading process and criteria outlined in the syllabus. Together, we've identified our primary goal: passing the subject. To achieve this, it is emphasized that at least all mandatory requirements must be completed. Additionally, we've collectively set our sights on achieving a B grade as an additional objective, if circumstances permit and our dedication and time investment remain consistent without undue complications.

In the event that the entire execution of the aforementioned is entirely favourable and impeccably managed, the working team may contemplate the option of aiming for an A, needing this decision to be unanimous.

## 4.3 Performance indicators and quality of work

As a group, we've carefully established performance indicators to effectively assess student performance. We believe that a student's ability to fulfil their tasks in alignment with predefined objectives is crucial. A high level of performance is characterized by the successful completion of at least all the mandatory requirements of the tasks assigned to a particular student before the designated deadline decided by the manager, aiming to have enough time to face possible drawbacks. This way, their work would be qualified as "good performance". On the other hand, a member whose work falls below the assigned work before the designated deadline is considered to not be performing well. This metrics may vary depending on the achievable requirements and current situation. In case of exception regarding any personal issue or the importance of the task itself we will not take harshly into account the workflow of the member, although, if the problems are constant and the work is not as expected, their work might be qualified as "bad performance".

Additionally, it's important that this achievement doesn't result in an overwhelming number of revision tasks. Conversely, when a student falls short of meeting these benchmarks within

reasonable expectations, it indicates a need for improvement. Our aim is to ensure that students meet these performance standards, fostering a culture of excellence and continual growth.

If the well performance indicators are successfully reached the student will be rewarded with a great qualification in the project of the subject according to the work performed. In contrary, if a member of the team maintains along a not reasonable part of the project bad performance indicators, they will be dismissed from the team.

## 5. Conclusions

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In conclusion, this chartering report has provided a comprehensive analysis of the current dynamics within this project. The careful selection of team members based on collaborative affinity considering previous projects. The outlined criteria for well and bad performance indicators serve as essential standards and benchmarks, ensuring to make a clear statement of the evaluation process that aligns with the group's commitment to achieve the marked objectives, in this case passing the subject and reaching a B.

In addition, the insights presented in this report offer valuable guidance for tactical and strategic decision-making in the presented project for Acme. The emphasis on collaboration, performance metrics, and clearly defined goals positions the team for success in achieving both individual and collective goals.

## 6. Bibliography

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## 7. Signing

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Castillejo Vela, Manuel:

A handwritten signature in black ink, appearing to read 'Manuel C. V.' with a stylized, cursive script.

García Martínez, Carlos:

A handwritten signature in black ink, appearing to read 'Carlos' in a cursive script.

Rodríguez Millán, María C.:

A handwritten signature in black ink, appearing to read 'María C. Rodríguez Millán' in a cursive script.