**Team Contract**

**Team Name:**

**Project Team Members Names and Sign-off:**

|  |  |  |
| --- | --- | --- |
| **Role** | **Name** | **Sign-off on Team Contract** |
| **Lead – team contract** |  |  |
| **Lead – progress rpt 1** |  |  |
| **Lead – progress rpt 2** |  |  |
| **Lead – video production** |  |  |
| **MS Project data entry** |  |  |
| **Lead - Project analytics** |  |  |

**Code of Conduct:** As a project team, we will:

**Participation:** We will:

**Communication:** We will:

**Problem Solving:** We will:

**Meeting Guidelines:** We will: