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### **6.005 Project 2 Team Contract**

Our overall objective is to finish our IM program significantly ahead of the deadline, so that we may implement additional features and submit the program for prize consideration. In other words, we will aim towards finishing each part of the project at least 24 hours before the deadline, providing ample room for unexpected errors. We also intend to work towards an A; to achieve these goals, we agree to the following stipulations:

- 1) Our team will meet regularly over the next two weeks to create a polished product. We will update each other regularly via chat or text, and meet every two or three days. During meetings, discussion of each person's contribution as well as pair programming will take place. Meetings will take place on Maseeh 3 or at a location agreed upon by all of the team members. While mandatory meetings with all three team members should be called at least 12 hours ahead of time, impromptu work sessions on Maseeh 3 will occur whenever a teammate is available to work on the project.
- 2) To make sure each person is on the same page, every time a significant addendum is made to the code, the author will email out to the group about what exactly the change was and how the change was implemented. This is to make sure that different parts of the code can work together, and that implementation bugs are avoided.
- 3) Teammates will coordinate to avoid errors associated with Git. Each team member will email out when he/she is editing a particular file in the code; other team members will check their email before editing a particular file to see whether another team member is currently making changes. Every teammate will also commit changes to Git regularly, meaning a couple of times per work session. We will all write informative git logs so that each team member can view the evolution of the project and know what changes each team member is making to the project.
- 4) Our team will value collaboration over separate, individual work. If any team member has an issue with the coding strategy or style of another team member, that team member will voice any complaints to the entire group either via email or at the next meeting. If there is a disagreement over implementation, the team will use the implementation voted upon by a 2/3 majority. Two people can overrule the objections of a third person; this stipulation is in place to prevent there being conflicting sections of code that do not work together.
- 5) Each team member will equally contribute to the project. If any team member feels like he/she is doing too much or too little work, then he/she should voice this opinion at the next team meeting. Team members will not be offended if called out for doing too little work, since everyone has the same objective.
- 6) Overall, each team member will have main control over a particular part of the project. Casey will work on the GUI, Alex will work on the server side of the IM program, and Katie will work on the client side. However, each team member will look over the code from other team members, and will work with the person mainly in charge of that code during pair programming sessions. Each team member will be responsible for testing their code; when possible, thorough JUnit tests will be created for each section of code.

- 7) Our team will follow good programming and design practices. In other words, methods will have reasonably short bodies and descriptive method specs. Code that could potentially fit in one large method will be broken up and put into methods with more specific names relating to what each piece of code does. All significant information relating to classes and methods will be written in comments, to allow the code to be easily read by others. Additionally, descriptions of testing strategies will be included for each class in the project. Code will be reviewed by the other team members; if any team member feels that another team member has not adhered to good coding practices, the team member responsible for the code must improve his/her work.
- 8) We will detail our development process extensively, keeping record of developments that occur in meetings via a file shared on Google Drive. Meeting notes will be taken at meetings used to discuss our design and coding strategy. Tasks to be completed by the next meeting will be assigned at each meeting as actionables that will be recorded in the meeting notes.
- 9) In class time should be used solely to work on the project. We will designate a place to meet during class time, and then spend those 50 minutes working.
- 10) If someone is late to a meeting by over 15 minutes, or misses a meeting, that person must buy food for the entire team at the next meeting. Similarly, if someone misses a deadline that has been mutually agreed-upon previously by the entire team, that team member must bring food for everyone at the next meeting.
- 11) We will work towards creating a product that goes beyond the bare minimum; that is, we will work towards submitting our project for prize consideration. Before we start adding improvements, every team member must agree that the rest of our project has been completed and thoroughly tested.