

CSC106

Group Norms and Team Contract

Group Member Names: Henry Czerwinski & Conor Pearson

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?)

All decisions come to a consensus.

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)

Planning meetings that work for both to avoid missing. Legitimate reasons: Work, Family Emergency, Personal Emergency, Sudden Emergency.

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

All group members will participate in the assignment.

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

Communication will be done through text. Both of us will ensure the other is providing equal work.

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

Library probably in the afternoon.

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

Henry will take them

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

We will ensure all tasks are completed on time. If late, we will discuss why, and then start to work on the late task.

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

It's two people in the group, there's only one other person to talk to.

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

Honesty

You may add additional norms here.