

Team Charter

Team Name	The Middles
Team Members	Nathan Ross, Miles Griffith, Brooks Halliday, Vital Kyungu
Date	02/23/25
Project Tile	E-Voter

Project Statement, Scope, and Scale

E-Voter is a web application designed to enhance democratic participation by allowing users to cast votes on legislative debates. The platform will enable users to watch congressional debates with captions and descriptions and then vote on these debates, with votes aggregated to inform senators and representatives of public opinion.

The prototype will include:

- Video streaming with captions and descriptions
- A voting mechanism with real-time tallying
- A user-friendly dashboard for navigation
- A feedback system to gather user input for continuous improvement

The full-scale application may include authentication and government-issued ID verification if time permits, but the initial prototype will focus solely on core functionality.

Team Management Plan

Team Roles and Responsibilities

To ensure effective project management, roles will be assigned and rotated, except for the Merge Manager role, which remains fixed.

- **Project Lead:** Nathan Ross - Oversees project progress, facilitates meetings, and ensures task completion.
- **Communications Manager:** Brooks Halliday - Manages team communications and external interactions.

- **Scribe:** Miles Griffith -Takes meeting notes and documents key discussions.
- **Document Manager:** Vital Kyungu -Organizes and maintains project documents.
- **Merge Manager:** Miles Griffith - Handles final integration of code changes in GitHub.
- **Quality Assurance:** Rotating role - Ensures work meets defined quality expectations.

Task Assignments

Tasks will be assigned based on individual strengths and project needs. The Project Lead will determine assignments based on workload distribution, skills inventory, and deadlines. Task assignments will be communicated via the Discord server and tracked on the GitHub Project Board (<https://github.com/users/CrypticWaffles/projects/4/views/1>).

Communication Platforms

- Primary: Discord (for meetings and team discussions)
- Documentation: Google Drive (for reports, meeting notes, and deliverables) Code
- Management: GitHub (for version control and collaboration)

Team Members / Skills Inventory

Name	Skills & Strengths
Nathan Ross	Leadership, organization, task delegation, project oversight
Brooks Halliday	Strong notetaking, CSS design, creative problem-solving
Miles Griffith	Coding, JavaScript, Python, structured organization, quality control
Vital Kyungu	Adaptability, coding, C#, Python, critical thinking, analytical skills

Team Meetings - Expectations and Responsibilities

- Meetings will be held **1-2 times per week** at a time agreed upon by all members.
- Meetings will take place on **Discord -Voice Chat**) with notes recorded and shared in Google Drive.

- Attendance is expected but not mandatory; however, absent members must complete their assigned work independently.
 - The **Project Lead** coordinates assignments and follows up on progress.
 - If a team member cannot attend, they must update the team on their work status before the meeting.
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Level of Commitment

Each team member is expected to contribute approximately **2.5 hours per week**, totaling **at least 10 hours per week** across the team. Members should be prepared to allocate additional time before major deadlines.

Quality Expectations

- All work must meet or exceed assignment requirements.
 - Code must be functional, well-documented, and follow best practices.
 - Documents must be well-organized, grammatically correct, and professionally formatted.
 - Submissions must be reviewed by at least one other team member before final submission.
 - All tasks must be completed and uploaded **24 hours before deadlines** to allow for review and revisions.
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Conflict Management Plan

Conflicts will be handled in a structured manner to ensure team cohesion:

- **Step 1: Direct Communication** -If a conflict arises, the involved members should attempt to resolve it through direct discussion.
- **Step 2: Mediation** -If the issue persists, the Project Lead will mediate the discussion to find a resolution.
- **Step 3: Written Documentation** - If conflicts remain unresolved, a written summary will be created and agreed upon by all parties.

- **Step 4: Instructor Involvement** - If no resolution is reached, the conflict will be escalated to the instructor for guidance.

By signing this document, each team member agrees to abide by the outlined expectations, roles, and responsibilities.

Signatures:

Nathan Ross, Miles Griffith, Brooks Halliday, Vital Kyungu