Final Project Group Expectations

This should help set expectations within the group to help keep groups together and functional.

1. Click “File… Copy this document”.
2. Then fill it out as a team
3. Put this document as “Expectations.md” inside your team’s GitHub repository.
4. Get an instructor to read over your team’s expectations.
5. Get crackin’ on some code.

# Communication with Each Other

* What is the best form of communication in each scenario? (Call, Text, IM, E-Mail) How do we as a team want to handle each type of scenario?
  + Stuck on a problem. (Text/Call)
  + Cool new idea. (Email/Github)
  + Architecture change. (Email/Mtg)
  + Someone is late for a meeting. (Text followed by a Call)
* What is a good expectation for when you should get a reply for each? (For example, we as a team expect phone calls to be responded to within 6 hours… etc.)
  + Call (within 30 minutes)
  + Text (within 20-30 minutes)
  + IM (currently not using)
  + E-mail (within a hour)

# Time Commitment

* What times of day are expected to be “project hours” for all group members?

Less designated times, more designated tasks

* Will we be working on the project over the weekends?

Yes

* Do any team members have time-exceptions they know about up front? What are they?

Yes (Drew has Hatch obligations) and (Brad has health obligations)

* During what time of day is expected to be at MakerSquare working together?

Normal Business Hours (8:30-5:30, possible later)

# Conflict Resolution

* At what point do we take a conflict to instructors? (Don’t wait until it’s too late for us to help!)

When a mediator is needed

* If we are not getting along as a team, how will we handle it?

Calm and cool, add some alcohol

* Generally, what causes stress for you? Answer for each group member. (For example, I get stressed when we’re doing too much talking vs. doing.)

Drew: When we are not getting anywhere, just banging our heads against the wall

Brad: Frustration with technology

* How does each group member display stress? Answer for each group member. (For example, I display stress by getting really quiet, or agitated easily.)

Drew: Tune out

Brad: Deep breathing, kicking things

* If we feel like someone is slacking, what will we do?

Be adults and address it

# Teamwork

*A good workflow for Harsh & Shehzan is to work independently until someone runs into a hard problem, or something that requires creativity. Straight execution is mostly done best individually, while planning, brainstorming or problem solving is done best as a pair. This will vary from person to person, but it’s important to recognize when pairing is good and when it is not good for you as a team/pair. If one person is weaker than another in a particular area, it would be helpful to pair on that.*

*We suggest using* [*Trello*](https://trello.com/b/ccPcrohy/template-software-development-based-on-trello-s)*,* [*GitHub Issues*](http://guides.github.com/overviews/issues/)*, or* [*Pivotal Tracker*](http://pivotallabs.com/agile-inception_knowing-what-to-build-and-where-to-start/)*. But definitely use something!*

* When you recognize you need to pair, how will you indicate that to a team member?

Speak up

* When you recognize it’s time for you to work individually, how will you indicate that to a team member?

Speak up and put on headphones

* When we meet as a team, how will we keep track of decisions that have been made?

Whiteboarding and Git Issues

* How often will we meet as a team?

At least once a day

* How will we use Git? What’s the workflow for that?

Maximize our Git usage

* How will we divvy up tasks?

Group consensus

* How will we update each other on what we’ve done or worked on?

Email/Git/Meetingl

* How do we prioritize tasks?

Group decision

# Communication with Instructors

*Each team will meet with a dedicated instructor daily to check in and provide progress updates. All team members must be present for this.*

* When daily will our 10 minute update with Osei take place?

First thing in the morning - we are usually here early

* How do we plan on asynchronously keeping our instructor in the loop?

What’s asynchronously mean?

* How will we reach out with questions for different instructors?

Email/In person