Contract for group projects

This document is used to clarify group work rules among group members. The contract is used in courses IDATA2301 Web Technologies and IDATA2306 Application development, Spring 2022.

**Group members**:

* Tor Oveland Gikling
* Anders M. H. Frostrud
* Thomas Ystenes
* Elias F. Hanken

# Roles and task distribution

Member roles are described below:

* Team leader, communicator - calls in for meetings, brings the team together, represents the group. (Tor Oveland Gikling).
* Documentation manager (makes sure all the documents are in place, does not write all him/her-self, but coordinates and makes sure that the work is done in a team) (Thomas Ystenes).
* Quality control – checks code, contributes with testing, reads through documents, checks for errors.
* Architect – makes sure that code architecture is clean.

# Procedures

HOW will you do *things*?

* **Meetings**. 8:15-11 Wednesday, 12-14 Friday.
* **Preparation**. We determine in the group chat before each meeting if any preparation is needed.
* **Checkpoints**. 30 minutes for weekly checkpoints on Friday.
* **Absence notification**. If a group member is late or cannot attend, a message to notify the other group members shall be sent at least 2 hours prior.
* **Documentation.** We use a GitHub repository to manage documents and files and keep track on changes and updates.
* **Code version control**. Always pull the repository for changes before pushing individual updates, to avoid file conflicts and missing files.
* **Hand-ins**. The team leader will deliver the hand-ins, with necessary help from the other team members.