

ICS 4U1/3 3 Term Project - Team Contract

Complete the tasks listed below with your team. Make sure each point is clear and succinct. Use a computer!

Read the **Term Project Evaluation Policy**.

Team Contract

Write a team contract, worded so that each member is taking equal responsibility for the project. Define the team leader duties as well as team member duties with a list of consequences (reasonable, rational and 'adult'!) for breaking the contract. Select a team leader and a team rep who will deal directly with the client (ME!!!). List both as such on the contract. Decide on a company name and logo. This should appear on your contract. The logo will be used on all official documents and within your program. Be sure to cover such items as team conflict resolution, team communication, members not working or contributing (including leader) etc..

Every group member must agree to the above and sign the Team Contract which will be handed in by the Team Leader. This contract is **unchangeable** and will be adhered to.

Each team must write a team contract for approval by **Thursday May 8**. It must be organized based on the following titles:

- team name
- team logo
- team leader name
- team representative name (spokesperson)
- team member names
- outline of leader duties
- outline of team rep duties
- outline of team member duties
- communication & meetings
- conflict resolution

The Team Contract will be printed, signed and dated by all team members. Hand it in.

Drop a final electronic version as well.