

# Team 18 Group Contract

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## 1. Primary Means of Communication and Expectations

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All members are expected to read all messages on Slack/Phone Group Chat that they are tagged in as well as General Announcements, as well as react to the message upon reading within 12 hours.

## 2. Meeting Expectations

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All members are expected to attend meetings that they are assigned to and notify team leads if they are unable to attend at least 24 hours before the meeting.

## 3. General Responsibilities

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All members are expected to stick to their assigned roles for the duration of a sprint.  
Roles: Planner, Designer, Developers, Testers, Builders

## 4. Conflict Resolution

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Should there be a conflict among individuals or groups, team members shall bring issues to the team leads. If team leads cannot resolve the issue for any reason, the issue will be brought to the team's mentor.

## 5. Individual Complaints

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Should an individual have a complaint, they will bring it to either the team leads or the team mentor in private.

## 6. Violation of Rules

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If an individual violates any rules, a Strike System will be followed:

1. Team Leads talk privately to the offender
2. Team meeting to discuss impact of offender
3. Send issue to Mentor for resolution

## 7. Expectations of Faculty

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If a team member fails to live up to this agreement, the situation may be reported to the staff, but the team will still be responsible for submitting a completed assignment. Staff will be available to meet with teams to resolve issues.

**Member Signature:**

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