

COMP1531 Software Engineering Fundamentals

Group Contract – Term 1, 2024

Tutorial Day/Time: Wednesday 5-8pm

This group contract is made between the following students:

Name	University email
Ariq Abdullah	z5417682@ad.unsw.edu.au
Luqman Alam	z5487322@ad.unsw.edu.au
Shuqi Cen	z5496677@ad.unsw.edu.au
Jingnan Chen	z5604401@ad.unsw.edu.au
Sijie Gao	z5447977@ad.unsw.edu.au

This group contract is made for the purpose of completing the **COMP1531 Major Project** and will be retained by each group member as evidence of agreement on the matters contained in the contract. **It will be available in the project-backend gitlab repo.**

Contract Terms

During the term in this course, we have discussed and agreed, and will adhere to, the following requirements and protocols during our COMP1531 teamwork:

(1) Communication (methods and timeliness)

1. We agree that we will use the following platform to communicate and hold meetings: **Instagram (messaging), Teams (other + online meetings)**
2. We agree that we will respond to messages from group members within **24 hours.**
3. We agree to notify fellow group members ASAP when the deadline or meetings will be difficult to meet.

(2) Weekly meeting protocols (scheduling and preparation)

1. We aim to meet at the following dates and times to complete the assignment:
 - a. **Every Friday 7pm**
 - b. **Every Tuesday 7pm**
2. We agree to upload any tasks that are required to be completed in **24 hours.**

(3) Meeting preparation / record keeping and documentation

1. Meeting minutes will record who attended, what issues were discussed, what decisions were made, and any other matters covered. These will be taken by **Ariq.**
2. All minutes and written documentation must be kept on the master branch of the shared repo.
3. We will make sure we contribute something to the meeting every week, and not place an uneven burden on anyone's shoulders.

(5) Timeline, targets, and expectations

1. We aim to obtain a grade of **High Distinction.**
2. We aim to complete the assignment by **24 hours before deadlines for each iteration.**
3. All members help each other in their completion of the presentation through support and encouragement.
4. All members will attend all group meetings unless an important or emergency event occurs.

(6) Conflict resolution / troubleshooting

1. Resolution of conflict will initially take place through constructive group discussion. If this fails, we will follow the policies set out in the assignment instructions.
2. By keeping in mind we are a small group, laying out all misunderstandings and assumed conflicts on the table will be appreciated by all.

The following group members agree to the terms above:

Name	Date (Signature)
Ariq Abdullah	05/06/24
Luqman Alam	05/06/24
Shuqi Cen	05/06/24
Jingnan Chen	05/06/24