

# Workgroup report

Workgroup number: E8.01

Repository: <https://github.com/andrsdt/Acme-Toolkits>

Date: 22/02/2022

Name	Corporate e-mail
Carrasco Núñez, Alejandro	<a href="mailto:alecarnun@alum.us.es">alecarnun@alum.us.es</a>
Durán Terrero, Andrés	<a href="mailto:anddurter@alum.us.es">anddurter@alum.us.es</a>
López Benítez, Pablo Delfín	<a href="mailto:pablopben@alum.us.es">pablopben@alum.us.es</a>
Núñez Moreno, Pablo	<a href="mailto:pabnunmor@alum.us.es">pabnunmor@alum.us.es</a>
Robledo Campa, Pablo José	<a href="mailto:pabrobcam@alum.us.es">pabrobcam@alum.us.es</a>
Vázquez Monge, Francisco Javier	<a href="mailto:fravazmon@alum.us.es">fravazmon@alum.us.es</a>

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## Executive summary

*We are a fictitious company called Acme Toolkits Incorporate compose by the members of the group E8.01 from the subject Design and Testing II. In this paper we introduce and give insight about the members that compose our team, as well as create the different conditions upon the work of this company will be done to secure a positive income in the project.*

## Revision table

Revision number	Date	Description
v1	22/02/22	Initial version
v1.1	28/02/22	Revision before delivery

## Introduction

*This document will serve as the baseline from which the project will be built upon during the course. As a result, this paper has two main objectives, the first of which is to be letting the reader know the different members of the team, and the second one is to establish the rules and criteria upon that the team will work throughout the different sprints of the project.*

*The structure of the project is divided into different parts. The first of which explains the recruitment process of the team, in other words how it was formed. The second one gives information about the six members that form the group E8.01. The third one, Formal Agreement I, establishes the mark we want to achieve, the agreement to work together as a team and that we understand the Syllabus of the subject. The fourth one, Formal Agreement II, establishes how the group of the team will be measured and defines what a good performance and a bad one means. The fifth one, Formal Agreement III, indicates in which form the members of the team will be rewarded if their performance is deemed good. On the other hand, the sixth one, the Formal Agreement IV indicates how a member may be punished if he or she performs badly. And finally, the last parts of the document establish the fire conditions, Formal Statement, upon which a member may be fired and a signature of all the members of the team that indicates that they agree with the contents of this paper.*

## Contents

### Recruitment of the Members

The recruitment of the members of the team was a fast process during the first phase. Five of the members were recruited on the first day of class the 8<sup>th</sup> of February, due to the fact of previous members having worked with each other before. Later that day, the alleged last member was added, that being Manuel Cabra Moron. However, he later decided on working with another team as he had a better dynamic with the other teammates. That decision led to a new period of recruitment on the team on which he decided to do some scouting on the class group. This led to the addition of our last member, Pablo Núñez Moreno, on the 16<sup>th</sup> of February, completing at last the group.

### Contact Data



Surname: Carrasco Núñez

Name: Alejandro

Corporate Email: [alecarnun@alum.us.es](mailto:alecarnun@alum.us.es)



Surname: Durán Terrero

Name: Andrés

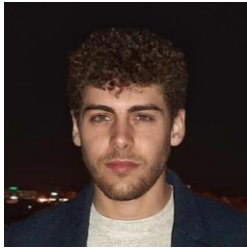
Corporate Email: [anddurter@alum.us.es](mailto:anddurter@alum.us.es)



Surname: López Benítez

Name: Pablo Delfín

Corporate Email: [pablopben@alum.us.es](mailto:pablopben@alum.us.es)



Surname: Núñez Moreno

Name: Pablo

Corporate Email: [pabnunmor@alum.us.es](mailto:pabnunmor@alum.us.es)



Surname: Robledo Campa

Name: Pablo José

Corporate Email: [pabrobcam@alum.us.es](mailto:pabrobcam@alum.us.es)



Surname: Vázquez Monge

Name: Francisco Javier

Corporate Email: [fravazmon@alum.us.es](mailto:fravazmon@alum.us.es)

## Formal Agreement I

As of the day 28/02/2022,

We, the members of the group E8.01 of the subject Design and testing II, commit to the following statements:

- We will work as a team, communicate frequently with our teammates and helping each other to deliver the best work possible.
- We had fully understood the contents of the Syllabus of the Subject
- We will work towards achieving a 10.0 in the mark of this project

Signed by:

Member 1

Handwritten signature of Member 1, appearing to be 'Alejandra'.

Member 2

Handwritten signature of Member 2, appearing to be 'Javier'.

Member3

Handwritten signature of Member 3.

Member 4

Handwritten signature of Member 4, appearing to be 'Pablo'.

Member 5

Handwritten signature of Member 5.

Manager

Handwritten signature of the Manager.

## Formal Agreement II

As of the day 28/02/2022,

We, the members of the group E8.01 of the subject Design and testing II, commit to a common work measurement, that we will respect and follow throughout the project. The work will be measure by the commits (tasks done) of the project.

Regarding the definitions of good and bad work. We have agreed to a common definition. In order to consider the work made by a member as Good Work, the following conditions must be fulfilled:

- They must complete all their tasks and committing them within a reasonable period of time
- They must have a fluid and good communication with the rest of the team
- They must respect the decisions of the team manager

In order to consider the work made by a member as Bad Work, the following conditions must be fulfilled:

- They do not respect or communicate with the other members of the group
- They do not complete the tasks or achieve the specified deadlines and periods of time
- They made other team members overwork because of the unfinished tasks

Signed by:

Member 1



Member 2



Member 3



Member 4



Member 5



Manager



### Formal Agreement III

As of the day 28/02/2022,

We, the members of the group E8.01 of the subject Design and testing II, commit to receive a reward when Good Work is done.

At the beginning of each Deliverable, we will make a jackpot where each member of the team will contribute 2,5 euros.

The members that have worked well and performed a Good Work during the curse of the Deliverable, are allowed to use the money of the jackpot.

Signed by:

Member 1

Handwritten signature of Member 1, appearing to be 'Alejandro'.

Member 2

Handwritten signature of Member 2.

Member 3

Handwritten signature of Member 3, with the name 'Javier' written next to it.Handwritten signature of Member 4, with the name 'Pablo' written next to it.

Member 4

Handwritten signature of Member 5.

Member 5

Handwritten signature of the Manager.

Manager

## Formal Agreement IV

As of the day 28/02/2022,

We, the members of the group E8.01 of the subject Design and testing II, commit to receive a punishment when Bad Work is done.

At the beginning of each Deliverable we will make a jackpot where each member of the team will contribute 2,5 euros.

The members that have worked badly and performed a Bad Work during the course of the Deliverable, are forbidden to use the money of the jackpot.

Signed by:

Member 1



Member 2



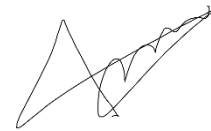
Member 3



Member 4



Member 5



Manager

## Formal Statement

As of the day 28/02/2022,

We, the members of the group E8.01 of the subject Design and testing II, commit to the following firing condition.

A member of the group will be fired if they repeat during the course of 2 or more deliverables the Definition of Bad Work.

Signed by:

Member 1



Member 2



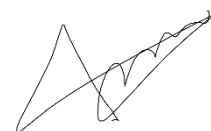
Member 3



Member 4



Member 5



Manager

Sign

As of the day of 28/02/2022,

All the members of the group E8.01 fully agree with the contents of this document, signed by

Member 1

Handwritten signature of Member 1, appearing to be 'Alejandro'.

Member 2

Handwritten signature of Member 2, appearing to be 'Javier'.

Member3

Handwritten signature of Member 3.

Member 4

Handwritten signature of Member 4, appearing to be 'Pablo'.

Member 5

Handwritten signature of Member 5.

Manager

Handwritten signature of the Manager.

## Conclusions

Across this document we have looked at the different members that compose the group E8.01, their recruitment history and some simple information of each one of them. We also have established and indicate the different conditions and agreements that as a team we will work across all the sprints and deliverables of this project. To make a quick review we have committed to work as a team and to pursue a particular mark and establish that we understand the contents of the Syllabus of the subject. In addition to this we have establish a few more formal agreements that tackle aspects such as work performance, rewards that a worker may have, the punishments that the work may be accountable to if he or she performs badly. And finally, we have established the conditions upon one of the members may be fired from the project and failing the subject in the process. As such this paper has helped to create a contract that all members of the team feel comfortable with, thus creating a workspace that will aid us in the development of Acme Toolkits.

## Bibliography

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