

Team Contract Template

Team Name: **Team Ears Lobo**

Members:

- Shahzeb Kazmi
- Wilson McGill
- Lonnie Easterling

Roles:

- Note-Taker- Sunny
- Meeting-maker-Sunny
- Coder-reviewer- Wilson
- Storing/managing old software - Lonnie
- Main-communicator (with coordinator)- Lonnie

Meetings:

We will be meeting weekly with the coordinator. Usually choosing between
Wednesdays at 5
Fridays at 4:15

As a team, we will be having 2-3 weekly meetings with each other, while also having daily check ups in our team Discord Channel.

Communication:

We will be using Discord, expecting daily check-ups on weekdays. We expect a reply within the day, unless for emergencies.

Conduct:

- Ensure to communicate any issues that anyone experiences
- Share resources that may be of help
- Communicate outside of regular meetings in discord, ensure people know what task you are on
- DO NOT MERGE PULL REQUEST WITHOUT CONFIRMATION

Conflict:

- Coordinator input rules all
- Conflict within team = majority rules

Consequences:

After a couple of warnings, we will deduct a percentage of your grade

- Kick you off of the task you are working on, and give you something that you may be able to do better

Team Member's Name	Team Member's Signature
Shahzeb Kazmi	<i>Shahzeb Kazmi</i>
Wilson McGill	<i>Wilson McGill</i>
Lonnie Easterling	<i>Lonnie Easterling</i>