

# **Team Contract**

## **Teammates:**

Alice Getmanchuk - aliceg3

Hassan Farooq - hfaroo9

Jerry Balan - agbalan2

Timothy Vitkin - tvitkin2

## **Communication**

### **Team Meetings:**

- We aim to meet at least once a week over Discord voice chat in order to consolidate our work and to monitor each others' progress
- Additionally, we will utilize Discord chat channel in order to ask questions and to help each other out in our respectable project parts

### **Assistance:**

- We will ask each other for help through Discord and through SMS text messages
- Expected response is within a day or so. We have a group chat to organize things

### **Respect:**

- Make sure all partners equally participate in project workload and presentation
- Ask all partners regarding input regarding project decisions

## **Collaboration**

### **Work Distribution:**

- Try to keep a consistent, fair, and even split between the work.
- Keep communication constant and meaningful so we make sure nobody is ever stuck or holding the rest up

### **Time Commitment:**

- Up to 5 hours a week but taking into account things that arise
- Keep constant communication for adjustments in schedule or timing

### **Conflict Resolution:**

- Present each side and try to be respectful and understand others' positions
- If team members do not make an effort to attend meetings/do not communicate conflicts, questions will be asked and team member will be dealt with