Team Contract

Date: Jan 29 2018 Team Number: 5

Names of team members that have read and agreed with both sides of this contract:  
  
\_\_\_\_\_Kaynen Mitchell\_\_\_\_\_\_\_\_ \_\_\_\_\_\_Emir Halouane\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
\_\_\_\_\_Sebastien Wong\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
\_\_\_\_\_Amanda Olearczuk\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**1. Team Goals**

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| *-Get Experience*  *-Do out best to make the project succeed*  *-Improve teamwork skills* |

**2. Team Roles** *(e.g., Code Reviewer, Lead, Designer, Architect, Technical Writer, Coordinator, etc.)*

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| **Name** | **Roles** |
| Sebastien | ***Programmer, Contact, Coordinator*** |
| Kaynen | ***Programmer, Designer*** |
| Amanda | ***Programmer, Code Review*** |
| Emir | ***Programmer, Quality Insurance (Optimisation & Test Building)*** |
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**3. Team Organization**

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| **How will you communicate?** | *Facebook Mesenger* |
| **Where/when will you meet?** | -Tuesday afternoons  –Friday before tutorial |
| **How will you share files?** | *-Github*  *-Google Drive* |
| **What operating system(s) will you use?** | *-Windows*  *-Linux* |
| **What editor(s) will you use?** | *-Eclipse*  *-Notepad ++* |
| **Any additional considerations?** |  |

**4. Expectations from Team Members** *(e.g., Attend all meetings – Bring donuts after missing a meeting, Complete project task before class – Kicked out of team if not completed 3 times, Be open to contributions and ideas from all team members, etc.)*

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| **Expectation** | **Consequence if expectation not met** |
| **Attend \_\_\_ out of 4 classes each week.** *(4/4 strongly recommended!)* | **1st week 1 or more classes missed without cause: Text to see what’s up and if they are coming to next class**  **2nd week 1 or more classes missed without cause: Text telling them that they really should be attending more classes and explain how it affects the team.**  **3rd week 1 or more classes missed without cause: A talk about why classes are missed and what can be done to attend more.   5 classes missed with notice and cause: With notice (with notice) is better, but there will definitely be a talk about how to attend more classes.** |
| **Follow through on commitments made to the team.**  *(Commitments such as coming to a team meeting, writing code by some deadline or writing a section of a document.)* | **1st commitment missed without notice or cause: Inquire into reason missed, try to assist process if they are having troubles.**  **2nd commitment missed without notice or cause: 15 Pushups and explain why they can’t be missing these deadlines for commitments.**  **3rd commitment missed without notice or cause: A serious talk about their role in the team and if they should stay on the team.**  **Deliverables missed with notice and cause: With notice is okay once in a while but too often will need a plan to get them working more productively on their own time, even when not with the team.** |
| **Contribute to the team voluntarily.** | *Strongly delegate/push tasks onto them, talk to them about it* |
| **Welcome and invite contributions by other team members.** | *Explain the facts of teamwork, why we are all here ect.* |
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