

the132Debuggers Working Agreement

1) Group Identification

Instructor: Thomas A. Powell

Teaching Assistant: Gagan Gopalaiah

Team Name: the132Debuggers

Team Member Info: [Team](#)

2) Primary Means of Communication and Expectations

1. All members are expected to check Slack message on daily basis
2. All @everyone/@channel/. . . messages require members attention; members are required to react with at least an emoji

3) Scheduling Meetings

1. Members are expected to attend **routine** meetings
 - Time for routine meetings is chosen based on the when2meet responses
2. Routine meetings are not subject to change in most cases
3. Members who cannot attend a meeting are expected to read meeting notes under /admin/meetings
4. Reminders will be sent 30 mins before the meeting by either the team planner or the host of the meeting

4) General Responsibilities for All Team Members

1. Stay active and always communicate
2. Attend meetings and finish work before deadlines
3. Have fun and share knowledge

5) Conflict Resolution

1. To resolve conflict in a tech team: listen, understand each perspective, collaborate on solutions, remain respectful, follow up, and check in regularly.
2. If conflicts stay unresolved, bring the issue to team leaders or the TA

6) Expectations of Faculty and GTA's

If a team member fails to live up to this agreement, the situation may be reported to the staff, but the team will still be responsible for submitting a completed assignment. Staff will be available to meet with teams to resolve issues.

7) Member Signature

Signature and date:

Leica Shen 4/20/2023