

## Team Contract

Team Name: Group 4

GOALS: What are our team goals for this project?

What do we want to accomplish? What skills do we want to develop or refine?

- Collaborate effectively and efficiently to deliver the assignment, while deepening our understanding of the module concepts.
- Strengthen key teamwork skills, including effective communication, collaboration, and problem-solving.
- Produce a high-quality analytical report that addresses a strategic business question for Airbnb using our assigned machine learning track.
- Contribute meaningfully to the comparative discussion across ML tracks by clearly articulating the strengths and limitations of our chosen approach.

EXPECTATIONS: What do we expect of one another in regard to attendance at meetings, participation, frequency of communication, the quality of work, etc.?

- Maintain respectful and timely communication with all team members, fostering a safe and collaborative environment.
- Use WhatsApp as our primary communication platform outside of meetings.
- Attend scheduled meetings at least once per week (agreed day: Saturday). Any absence must be communicated in advance.
- Share all work via our shared Google Drive to enable collaboration, feedback, and consistent quality across all outputs.
- Remain up to date with individual studies and assigned readings to ensure our competence and contribution align with group standards.
- Produce deliverables that are well-documented, reproducible, and meet both academic and professional standards.

**POLICIES & PROCEDURES:** What rules can we agree on to help us meet our goals and expectations, such as preparatory tasks, generating ideas, evaluating outcomes?

- At each team meeting, every member will leave with clear, agreed-upon goals to achieve before the next session. These goals will be documented to ensure accountability.
- New ideas will be shared promptly in the WhatsApp group to allow for meaningful discussion and timely decision-making.
- All members are responsible for reviewing each other's work and providing constructive feedback.
- Members should review relevant materials (e.g., dataset, machine learning techniques) before meetings to ensure informed contributions.
- All code and documentation will be stored in a shared GitHub repository, with clear commitment messages and appropriate use of branches to maintain version control.

ROLES: Which roles do we need in this project and how do we allocate them? Will there be a project lead? Is there a need to rotate roles?	
Project Lead/Coordinator	Oversees the group's progress, ensures data preprocessing steps are consistent and uploads final submission.
Data Preprocessing & EDA Lead	Loads and inspect Airbnb NYC dataset, Handles missing values, outliers and data type issues.
Regression Modelling Lead	Builds and Evaluate price prediction models. Apply linear regression and random forest regressor. Write modelling findings for report.
Clustering & Segmentation Lead	Identifies Customer/Market segments. Apply K-means clustering, interpret clusters. Summarise insights for report.
Report & Visualisation Lead	Prepares business-oriented visuals and edits the report. Turn technical charts into executive-friendly visuals.
CONSEQUENCES: How will we address non-performance regarding these goals, expectations, policies and procedures? How do we resolve disagreements?	

- Non-performance against agreed goals, expectations, or procedures will be addressed promptly through respectful team communication, focusing on problem-solving and finding a way forward acceptable to all members.
- Persistent non-performance is unacceptable. The peer evaluation process will serve as an additional motivator for full cooperation and equitable contribution.
- In cases of significant disagreement between two or more members, the remaining team members will participate in the discussion to ensure a fair and balanced resolution, with the goal of reaching an appropriate compromise.

By signing this contract, we confirm that:

- We have participated in formulating these goals, expectations, roles, procedures, and consequences as stated in this contract.
- We agree to abide by the contents of this contract

Rebecca Jones – 10 August 2025

---

Team member name and date

José Torres - 10 August 2025

---

Team member name and date

Lauretta Oghenevurie- 10 August 2025

---

Team member name and date

Abdulrahman Alhashmi- 10 August 2025

---

Team member name and date

Tasnika Goorhoo - 10 August 2025

---

Team member name and date