

Team members: i347c475-jugalde-robsoto

Team Contract

Goals

- What are the goals of the team?
 - *To complete the project in as timely of a manner as possible while maintaining quality.*
 - *To work cohesively as a team (version-control-wise and other)*
- What are your personal goals for this assignment? -
 - *Jordan: Have enough time to allot to this project.*
 - *Rob: Have a solid understanding of the structure of our code (e.g. our ADTs, our use of the physics package, etc.)*
 - *Lia: Learn to use outside libraries (physics package), learn to use ascii art to animate things, learn how to work with others using git to keep the project up-to-date*
- What kind of obstacles might you encounter in reaching your goals? - *Time is the biggest-- finding the time to meet up with the team in-person and update them on your own personal changes to the project. (while also working individually on your portion of the project)*
- What happens if all of you decide you want to get an A grade, but because of time constraints, one person decides that a B will be acceptable? - *All of us really want an A on this project, and so we are all willing to put in extra effort to get the A. If one person absolutely can't help out near the deadline, then the other two are willing to try to make up for it in order to do well on the project. (Not an excuse to slack off.)*
- Is it acceptable for one or two team members to do more work than the others in order to get the team an A? -*In extreme cases, we're willing to pick up a bit of extra work to get the team an A, but it wouldn't be acceptable for two people to pick up the majority of the third person's share.*

Meeting Norms

- Do you have a preference for when meetings will be held? Do you have a preference for where they should be held?
 - *Possible meeting times*
 - *Thursday 10/16*
 - *after 8pm*
 - *Friday 10/17 (2pm warmup due)*
 - *after 2pm (possibly right after class)*
 - *Saturday 10/18*
 - *(only if absolutely necessary)*
 - *Sunday 10/19*
 - *anytime that is not 1-3pm nor 6-7pm*
 - *Monday 10/20 (10pm specs due)*
 - *after 5pm (except Jordan? also Rob has 042 test tomorrow)*
 - *10-11pm*
 - *Tuesday 10/21*
 - *after 6:30pm (except Jordan?)*
 - *10-11pm*
 - *Wednesday 10/22 (10pm implementation due)*
 - *5-6pm (except Jordan?)*
 - *(7:30-10pm if absolutely necessary)*
 - *Location:*
 - *32-044 over the weekend because there will be LAs there*
 - *perhaps New House, but we all don't really have a preference*
- How will you use the in-class time? *To work on progressing on this project (individually, and talk/meet whenever needed)*
- How often do you think the team will need to meet outside of class? How long do you anticipate meetings will be? *Meeting nearly daily for at least 1 hour per meeting-- average would be 1-3 hour meetings. Work together in the same space and time.*
- How will you record and distribute the minutes and action lists produced by each meeting? - *Keep track of meeting notes in repo. We can have it in the same folder as the contract.*

Work Norms

- How much time per week do you anticipate it will take to make the project successful?
- *A minimum of 10 hours per person. It takes a long time.*
- How will work be distributed?- *Evenly as possible. We will meet and discuss specific parts to be worked on.*
- How will deadlines be set? - *By mutual agreement as soon as possible.*
- How will you decide who should do which tasks? - *By talking about it, also whoever's more interested in doing a certain part can do that part.*
- Where will you record who is responsible for which tasks? *An extra document in the repo.*
- What will happen if someone does not follow through on a commitment (e.g., missing a deadline, not showing up to meetings)? -*Talk to them, figure out what's up/why they've been slacking. Try to help with their obstacle to doing work. Else, in the worst-case, tell a TA.*
- How will the work be reviewed? -*We should review each others' work whenever we pull from the repo. (Before pushing, make sure your code is good. Write test cases!)*
- What happens if people have different opinions on the quality of the work?- *It will be discussed to the best extent it can be.*
- What will you do if one or more team members are not doing their share of the work? - *Talk to them, figure out what's up/why they've been slacking. Try to help with their obstacle to doing work. Else, in the worst-case, tell a TA.*
- How will you deal with different work habits of individual team members (e.g., some people like to get assignments done as early as possible; others like to work under the pressure of a deadline)? *We will all do work at our scheduled meetings to make incremental progress on the project, and so we won't be up against the deadline.*

Decision Making

- Do you need consensus (100% approval of all team members) before making a decision? *No. We will try to reach a consensus, but we're all okay with a majority $\frac{2}{3}$ vote.*
- What will you do if one of you fixates on a particular idea? *If you try hard at one idea and can't make progress with it, bring it to the rest of the team to help you solve it/find a different approach. If other team members notice a teammate not making progress*

because of a fixation with a particular idea, point it out to them that they've been fixated on that idea, and ask them what's going on/if they need help.