(Software Architecture & Design) TEAM AGREEMENT SHEET

Team Members:

- Keisha Geyrozaga (GEY23581805) – Product Owner
- Anderson Ricardo Gomes Ballesteroz (GOM21551647) – Scrum Master
- Clement Irivbeguai (IRI22514509) – Team Member
- Angelo Bongon (BON22529894) – Team Member

Roles & Responsibilities:

Product Owner (PO)

- Acts as the primary point of contact for the project's vision and goals
- Defines project priorities and communicates them to the team, ensuring everyone is kept informed
- Reviews all deliverables to ensure all project objectives and coursework requirements have been met
- Participates in discussions, contributes to tasks, and ensures collaboration between all team members

Scrum Master (SM)

- Facilitates team meetings, sprint planning, bi-weekly group discussions, and communication channels
- Ensures the team adheres to the principles and processes detailed in the 'Code of Conduct' (CoC)
- Works alongside the PO to remove obstacles and resolve issues that block the team's progress
- Contributes to development tasks and supports team efforts as a team member
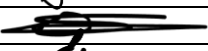
Team Member (ALL MEMBERS)

- Completes assigned tasks and delivers high-quality work within the planned deadlines
- Actively participates in discussions, meetings, and decisions regarding the project
- Communicates quickly and regularly with fellow team members about progress, challenges, and updates
- Collaborates with others to ensure the team meets its project objectives and target goals

Agreement:

By signing this agreement, we, the members of the team, acknowledge and accept our respective roles and responsibilities as outlined above. We understand the importance of collaboration, communication, and accountability in successfully completing this project. If any team member encounters challenges or becomes unable to fulfil their responsibilities for any reason, they must notify the team immediately to resolve the issue.

We agree to abide by the 'Code of Conduct' (CoC) and address any unresolved conflicts through team discussion, with escalation to turn to the lecturer in charge only as a last resort. Inappropriate or disrespectful behavior towards team members will not be tolerated, and serious concerns may be reported if necessary.

GROUP MEMBER NAME	ROLE	SIGNATURE
Keisha Geyrozaga	Product Owner / Team Member	
Anderson Gomes.	Scrum Master / Team Member	
Clement I.	Team Member	
Angelo B.	Team Member	