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**TEAM- PRAM**

**Team Charter**

**Members**

Rosy Dhakal – Senior Team Leader

Adhiyant Verma – Vice Team Leader

Mahendra Subedi – Assistant Team Leader

Priya Pokharel – Executive Team Leader

**Team Charter**

**Goals:**

Being an active and growing group, our most important work is, to work in the collaborative way in order to help each other to grow and enhance their skills collectively in a friendly environment. Basically, all efforts we put together are just to achieve a successful result and fix the bugs in timely manner. As a team, all our team member ensures that everyone will gain some knowledge and each of us develop the required skills for the upcoming future events. We all as a team members are fully devoted in developing each other strength and utilize the strength of individual so that we can make our group work more efficient.

**Core principles:**

* Flexibility
* Highly Collaborative
* Commitment
* Patience
* Efficiency
* Hard Working
* Strong Communication
* Respect
* Efficiency

**Possible Obstacles:**

As a team, there are some kinds of difficulty that we might have to face and some of the followings are:

* **Time management**: As a student we all have to work to survive to we have to balance both the student as well as the working life of ours so according to it time management seems to be the first possible difficulty that our team might have to face to hamper our progress.
* **Personal Issues**: Whether we accept it or not, sometimes there are some personal issues that can possibly cause damage to both of our academic and professional life. And this type of issue sometimes may become one of the most dangerous obstacles for our group if someone takes it for granted.

**Ground Rules:**

As being committed to excellence and hard working team, we expect our team members to be:

* Dedicated to work
* Respectful
* Punctual
* Flexible
* Collaborative and focused.
* Working sincerely on each of the individual tasks.

**Contributing to success of our team:**

Our colleagues are needed to go to all our planned team meetings, as it covers the conversation in regards to our tasks, designs and projects. Collectively, every part will contribute in nurturing the entire plan for each week after week group meeting through Zoom. Regardless, if a part can't go to the group meetings, they need to contact any of the colleagues before the day of team meeting. Collectively, we won't acknowledge any disrespectful and recklessness from any colleagues and expects to finish each task and tasks rigorously before the cut-off times.

**Strengths of each team members:**

**Rosy Dhakal**

* Punctual
* Efficient Communicator
* Very professional

**Adhiyant Verma**

* Punctual
* Friendly
* Flexile
* Good communicator
* Very Attentive

**Mahendra Subedi**

* Adaptive
* Friendly
* Good communicator
* Punctual

**Priya Pokhrael**

* Punctual
* Friendly
* Adaptive
* Hard Working

**Individual Values:**

* Honesty
* Friendly Nature
* Respectful
* Hardworking
* Collaborative

**Allocated Task**

**Rosy Dhakal –** Repository and version control

**Priya Pokharel –** Iteration Plan

**Adhiyant Verma –** Team Charter

**Mahendra Subedi -** Minutes of meeting

**Penalties**

* 1. All the colleagues are required to complete their allocated task before due or on due date with a quality work. The accompanying rules are made to guarantee every one of the individuals tackle their work and go as indicated by the guidelines. Individuals will be punished if necessary and moves are made subsequent to assessing the missteps. The rules were made in the starting of the gathering:
  2. When the team leader is organising meeting than it is mandatory to attend that meeting if any of us is not available than heavy penalty should be applied as per the team rules.
  3. Every Task which is allocated to each of the team member should be completed on the given time or before that is the major concern with a quality of work provided.
* No action will be taken for the first time if something misconduct happened just a verbal warning will be given.
* Anything happen for the Second time Team leader directly reports this to lecturer.
* And if this happen for the Third time than team will make sure that the particular member will be out of the team.

**Prepared by** – Adhiyant verma

**Verified by** – All team members.