**Chartering Report**

Acme Ans D01

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**Group: C2.023**

[**ManunGar/Acme-ANS-D01**](https://github.com/ManunGar/Acme-ANS-D01/) **Seville February 20, 2025**

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**Executive summary**  
This document outlines the structure and commitment of our working group. Our goal is to maintain a high standard of work while ensuring accountability and fairness within the team.

**Revision table**

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| --- | --- | --- |
| **Revision No.** | **Date** | **Description** |
| 1.0 | 17/02/2025 | Initial version of the document. |
| 1.1 | 19/02/2025 | Correction of content errors. |
| 1.2 | 20/02/2025 | Document structure arrangement, adding the general structure of a report. |
| 1.3 | 02/07/2025 | Fixed errors according to corrections |

**Introduction**This document formalizes the guidelines and expectations for our workgroup. It defines our commitment, performance measurement criteria, and consequences for failing to meet expectations. The structure includes a recruitment summary, a list of team members, a commitment statement, performance indicators, a rewards system, penalties for poor performance, and conditions for expulsion.

**Contents**

## **Summary of the recruitment process**

The working group did not need to be formed through a recruitment process because it is made up of the same members as in past works.

## **Team members**

| **Last Name** | **First Name** | **Email** | **Photo** |
| --- | --- | --- | --- |
| Nuño García | Manuel | mannunngar@alum.us.es | Un joven sonriendo con una camiseta negra  El contenido generado por IA puede ser incorrecto. |
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## **Commitment statement**

We declare our commitment to working together on this subject. We have read and understood the syllabus, with particular emphasis on the evaluation and grading procedures. Furthermore, we commit to achieving a grade of 8.

## **Performance indicators**

The performance indicators of our group will be measured based on the following criteria:

* Tasks completed vs. Pending tasks: Progress will be measured by the number of tasks completed versus the number of tasks assigned and will be represented as a percentage.
* Teacher rating: It Will be quantified as follows:
  + A scale from 1 to 5 will be used based on the feedback received (1: Very poor, 5: Excellent).
  + Performance will be considered positive if the average score on reviewed submissions is >= 3.
  + If no numerical rating is provided, qualitative feedback will be interpreted as follows: “satisfactory with minor corrections or better” will count as 3, while “requires significant improvements” will count as 2.

Performance definitions:

* Good performance: Complete 80% of the assigned tasks two days before the delivery and deliver them correctly on the corresponding date.
* Bad performance: Not completing at least 50% of the assignments two days before the delivery and ignoring the delivery will be considered a bad attitude.

## **Rewards for good performance**

Group members who excel in performance will receive recognition within the team and will have priority in choosing the tasks to be carried out in future deliveries.

## **Measures for poor performance**

Members who do not meet group expectations will receive formal warnings, in other words, if he does not complete at least 50% of the tasks assigned on the day scheduled by the manager, which will normally be two days before delivery, he will be warned with a warning.

## **Conditions for expelling a member**

A group member may be expelled if:

* He accumulates 3 warnings for poor performance.
* He misses three consecutive meetings without justification.
* Two or more members of the working group make a formal complaint against him.

**Signatures**:

1. Manuel Nuño García

Imagen que contiene pájaro

El contenido generado por IA puede ser incorrecto.

1. Juan Moreno Ríos

Un dibujo en blanco y negro

El contenido generado por IA puede ser incorrecto.

1. Dibujo en fondo blanco

   El contenido generado por IA puede ser incorrecto.Alonso Portillo Sánchez
2. Juan Antonio Ruiz López

Dibujo en blanco y negro

El contenido generado por IA puede ser incorrecto.

1. Dibujo en blanco y negro

   El contenido generado por IA puede ser incorrecto.Alejandro Ruiz Martín

**Conclusions**  
This document sets clear expectations for team performance and accountability. It ensures that all members are aware of their responsibilities and the consequences of failing to meet them.

**Bibliography**  
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