CSC106

Group Norms and Team Contract

Group Member Names: Matt Hetu, Zach Smith_____

The objective of this activity is for your group to decide upon group norms and craft a team contract. Your entire group should come to a consensus about these items.

Submit the link to this document as part of your quiz for today. Also share the link with everyone in your group.
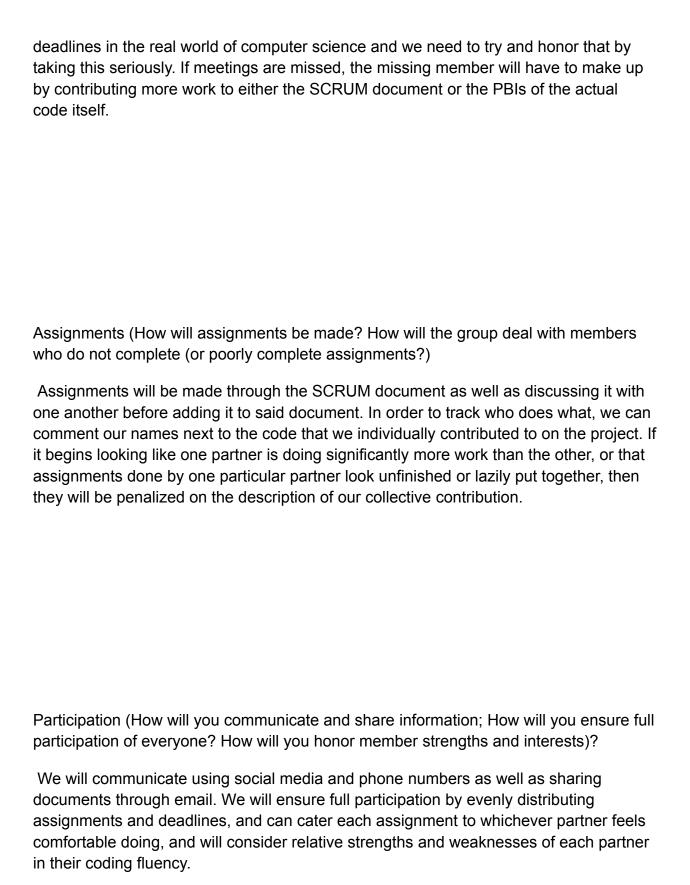
Note that part of your final project grade will be the effort you put into your project.

Decisions (How will they be made? Majority, consensus, other?)

 We will bounce ideas off of each other and then reach a consensus for which ideas should be turned into actual code. We will also establish deadlines to make sure we maintain a steady pace with the project.

Attendance (What are your expectations for the frequency and type of attendance for work outside of class/lab time?; What are legitimate reasons for missing? What do missing members have to do to make up for missed meetings)

I generally expect all group members to be on time and present at all or most meetings outside of class. This is supposed to simulate doing these types of projects and meeting

deadlines in the real world of computer science and we need to try and honor that by taking this seriously. If meetings are missed, the missing member will have to make up by contributing more work to either the SCRUM document or the PBIs of the actual code itself.

Assignments (How will assignments be made? How will the group deal with members who do not complete (or poorly complete assignments?)

 Assignments will be made through the SCRUM document as well as discussing it with one another before adding it to said document. In order to track who does what, we can comment our names next to the code that we individually contributed to on the project. If it begins looking like one partner is doing significantly more work than the other, or that assignments done by one particular partner look unfinished or lazily put together, then they will be penalized on the description of our collective contribution.

Participation (How will you communicate and share information; How will you ensure full participation of everyone? How will you honor member strengths and interests)?

 We will communicate using social media and phone numbers as well as sharing documents through email. We will ensure full participation by evenly distributing assignments and deadlines, and can cater each assignment to whichever partner feels comfortable doing, and will consider relative strengths and weaknesses of each partner in their coding fluency.

Meeting Times and Locations/Mediums (How will you decide on locations and times that suit all members)?

We will schedule several meetings on Zoom and can also text one another in order to receive and send updates on certain aspects of the project and whether or not deadlines are being met.

Agenda and SCRUM Meeting Notes (Who will take them and in what format will they be shared?)

We will both contribute to the SCRUM document and it will be in Google Sheets format to ensure the best organizational method for our project.

Promptness (What do you expect and how will you handle lateness?)

I expect all aspects of the assignment to be taken seriously and lateness will be called out and frowned upon for both partners. It is important to stay on track and manage our time effectively if we want to be successful in the real world, especially if we want to go down a career path for computer science.

Conversational Courtesies (How will the team encourage and reinforce active listening, sharing of the airtime, tangents, respectful dialogue, etc)

It is important to be respectful to one another throughout the whole duration of this project and we need to ensure we are listening to each other's feedback. This will be ensured through the division of assignments and aspects of the project because each of us will need to listen and understand what needs to be done and what is expected of us. If either falls behind, it will be revealed through the output and quality of their work and contributions to the project as a whole.

Enforcement/ Feedback (How will the team enforce its own rules? How do individuals prefer to give and receive feedback?)

Rules will be enforced simply by the looming consequence of grade implications if any requirements are not met or the project is not taken seriously. Feedback will be constructive criticism but nothing out of pocket or rude to each other.

You may add additional norms here.