**Team Contract**

Team Name: Miami Lib Finder

These are the terms of group conduct and cooperation that we agree on as a team.

**Participation**: We have participated in three meetings:

Monday(9/9): Meeting with instructor: all members present

Thursday(9/12): Meeting with Dr. Vaskar and another capstone team (Lib tracker): all members present

Friday(9/13): Meeting with our client Mattew Benzing : all members present, and Hongxin Fu (data scientist)

**Communication**:

Monday(09/08):

We communicate with Professor Lynn Stahr and get the macro view of our project.

Wednesday(09/12):

We communicate with Dr. Vasker, and Miami lib Tracker groups to know about what kind of technology and what kind of method that would be helpful for us to approach our milestones.

Thursday(09/13):

We discussed about what does the system should include, and what system expects to do. We asked about what type of data, and resources we are planning to use.

**Meetings**:

Meeting with Professor Lynn: 09/08/2019 2:30 pm Benton 015.

We scheduled to meet every bi-week Monday 2:30 pm to 3:00 pm

Meeting with Dr. Vasker: 09/12/2019 12:30 pm Benton 202.

We scheduled to meet every Wednesday 12:30 pm to 1:10 pm.

Meeting with Client: 09/13/2019 3 pm Benton 110.

We did not plan to make a scheduled meeting, but he told us we can ask him to meet whenever we need.

**Conduct**:

There are a few things significantly affect our whole project in the first week. At the first meeting (with Lynn Stahr), we have the orientation of our capstone and the vital contact people who will help us go through the obstacles. Then on the Thursday meeting, we decided to work together with the Lib Tracker team and technical support from the M3 mapper team. Last but not least, on Friday, we communicated with our client, and gather the requirements for milestone and asked the data sources we might need in the future implementation. Overall, we all doing well in the first week.

**Conflict**: None.

**Deadlines**: Not Decide.

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| Team Member’s Name | Team Member’s Signature |
| Yi Yang | Yi Yang |
| Yixin Li | Yixin Li |
| Yangkai Zhang | Yangkai Zhang |
| Wenlai Cao | Wenkai Cao |