

Team Contract

Team Name: _____ "Strategy" _____

GOALS: What are our team goals for this project? What do we want to accomplish? What skills do we want to develop or refine?
<p>The team goal is to produce artefacts of a quality meeting the specified grading criteria so as to achieve 70%, and within the required time allocations.</p> <p>Overall, we aim to improve our abilities both as it pertains to technical and soft skills. Especially with regards to: planning, time management, communication, secure development and Python language as well as framework nuances.</p>
EXPECTATIONS: What do we expect of one another in regard to attendance at meetings, participation, frequency of communication, the quality of work, etc.?
<p>We agree to meet officially once a week. However, we intend to maintain continuous communication through instant messaging, but still respect one another's personal time.</p> <p>It is important to be prepared and on time for prior arranged meetings. Notification is required if for any reason someone cannot participate in a meeting or is running late.</p> <p>We commit to produce work at the best of our personal abilities.</p>
POLICIES & PROCEDURES: What rules can we agree on to help us meet our goals and expectations, such as preparatory tasks, generating ideas, evaluating outcomes?
<p>A task plan needs to be created which facilitates the S.M.A.R.T management of goals. Activities will be allocated as agreed. Evaluation timeslots will be planned to gauge our progress.</p>
ROLES: Which roles do we need in this project and how do we allocate them? Will there be a project lead? Is there a need to rotate roles?

For this project, we will assume the role IT software consultants collaborating in equal parts until completion of the project.

CONSEQUENCES: How will we address non-performance regarding these goals, expectations, policies and procedures? How do we resolve disagreements?

Discrepancies or concerns are to be raised with one another directly. Should a resolution not be possible escalation will be made to our tutor Cathryn Peoples, who can then meet with us and arbitrate the matter.

By signing this contract, we confirm that:

- we have participated in formulating these goals, expectations, roles, procedures, and consequences as stated in this contract.
- we agree to abide by the contents of this contract

Gennaro Coppola, 14/11/2021

Team member name and date

Michael Botha, 14/11/2021

Team member name and date

Team member name and date

Team member name and date

Team member name and date