

Team Name sddec23-11

Team Members:

- | | |
|--------------------|-----------------------|
| 1) Daniel Chrisman | 2) Christian Boughton |
| 3) Michael Wieland | 4) Ella Knott |
| 5) Lith Almadani | |

Required Skill Sets for your Project: (if feasible - tie them to the requirements)

Visual Design

Back end coding

Front end Coding

Database management

Error handling

Data integration

Testing

Functionalities and APIs

Skill Sets Covered by the Team: (for each skill, state which team member/s cover it)

Visual Design: Daniel Chrisman, Michael Wieland

Back end coding: Lith Almadani, Daniel Chrisman

Front end Coding: Michael Wieland, Ella Knott

Database management: Michael Wieland, lith Almadani

Error handling: Lith Almadani, christian boughton

Data integration: christian boughton, Daniel Chrisman

Testing: Ella Knott

Functionalities and APIs: christian boughton, Ella Knott

Project Management Style Adopted by the Team: (can be a combination)

Agile

We are planning to divide the project to small parts that each member create then communicate and work together to connect those parts.

Initial Project Management Roles: (enumerate which team member plays what role)

Christian Boughton - API Research

Ella Knott - Hosting platform Research

Daniel Chrisman - Website Creation Platforms Research

Lith Almadani - Website integration research

Michael Wieland - Documentation and report

Team Procedures

1. Day, time, and location (face-to-face or virtual) for regular team meetings:

Advisor/Client meetings: Every Thursday 2:00 PM

2. Preferred method of communication updates, reminders, issues, and scheduling (e.g., e-mail, phone, app, face-to-face):

Discord - quick communication between team members, reminders, scheduling, etc

E-mail - communication with Advisor, more formal announcements

3. Decision-making policy (e.g., consensus, majority vote):

majority vote

take the suggestions and the recommendations of the one with the most expertise and experience in the topic

4. Procedures for record keeping (i.e., who will keep meeting minutes, how will minutes be shared/archived):

Notes to record meeting minutes taken on rotation and shared through email/Discord

Participation Expectations

1. Expected individual attendance, punctuality, and participation at all team meetings:

Members are expected to attend all meetings, if a team member is not able to meet or plans to be late to the meeting, they should inform the rest of the team via Discord.

2. Expected level of responsibility for fulfilling team assignments, timelines, and deadlines:

Everybody is expected to participate in team assignments and to respect and follow timelines, and deadlines. However it is understandable that our schedules are different and our participation rate will be different from one assignment to another.

3. Expected level of communication with other team members:

On weekly basis and everybody should communicate their absence on any team meeting or assignment

4. Expected level of commitment to team decisions and tasks:

Team members are expected to respect and commit to team decisions that were made through majority voting.

Team members are welcomed to share their opinion concern and debate as long they commit to team decisions

Leadership

1. Leadership roles for each team member (e.g., team organization, client interaction, individual component design, testing, etc.):

Client Interaction: Ella Knott

Testing: Lith Almadani

Team Organization: Christian Boughton

Documentation Organization: Michael Wieland

Development lead: Daniel Chrisman

2. Strategies for supporting and guiding the work of all team members:

Servant-leader roles are played by each individual in their field of expertise. They will use the abilities they have to focus on the growth of the group and well-being of the members. SME's in their respective fields will lend their expertise to struggling group members in a respectable fashion for the betterment of each member.

3. Strategies for recognizing the contributions of all team members:

Attentiveness, timeliness and genuineness. Peer-to-peer recognition for work completed. Individual accomplishments in this project are posted on the group discord page for all members to see. Team accomplishments are included in lab reports and sent to the client/advisor. During our weekly meetings team members are encouraged to share their accomplishments in person.

Collaboration and Inclusion

1. Describe the skills, expertise, and unique perspectives each team member brings to the team.

Christian Boughton - 10 years experience in the private field as a manager/supervisor allows me to see the big picture and day to day operations and how they intertwine to achieve an end goal. Previous experience in data integration and large data analysis.

Michael Wieland - Front end design and testing, project management and documentation experience from course work. Currently in an internship/co-op working on front end development that uses a geo mapping service (MapBox). Light experience with database management.

Ella Knott - 3 years experience interning in cybersecurity. Primary focus on Vulnerability Management, light experience in front end design and API integration. I typically fill in the role of mediator and communicator in previous projects.

Lith Almadani- Developing, testing, and maintaining firmware for crop drying and monitoring systems. Developed python testing scripts that use CAN library to communicate with different modules. Experience using PSoC creator to design firmware for arm microcontroller to read, filter, and transmit different sensor data. Experience using CAN bus protocol to create a smooth network to transfer sensor data.

Daniel Chrisman - Front-end design and integration with the backend. Project management and documentation background from previous courses. Have worked with app development and work with data security. A background in field experience helps drive my communication skills within the team to ensure we are all on the same page when it comes to individual tasks to complete a larger scale image.

2. Strategies for encouraging and support contributions and ideas from all team members:

Setting and sharing goals individually and as a team with announcements when they are reached. Healthy working environments that pay respect to each member's ideas.

3. Procedures for identifying and resolving collaboration or inclusion issues (e.g., how will a team member inform the team that the team environment is obstructing their opportunity or ability to contribute?)

Goal-Setting, Planning, and Execution

1. Team goals for this semester:

Secure access to all necessary API's

Secure a web hosting platform

Deepen understanding of necessary tools/languages

Design the graphic interface to our website

2. Strategies for planning and assigning individual and team work:

Individual portions of the project will be decided during the Tuesday meeting time and will serve to accomplish the team's weekly goal.

3. Strategies for keeping on task:

Claim tasks bit-by-bit and work on them throughout the week. If you get stuck or overwhelmed, let the team know sooner than later.

Consequences for Not Adhering to Team Contract

1. How will you handle infractions of any of the obligations of this team contract?

Communicate the infractions with the team first, try to solve the root of the issue. If necessary, ask the advisor for help.

2. What will your team do if the infractions continue?

Communicate with Professor Shannon/Dr. Daniels depending on the semester about how to handle the uncooperative teammate.

a) I participated in formulating the standards, roles, and procedures as stated in this contract.

b) I understand that I am obligated to abide by these terms and conditions.

c) I understand that if I do not abide by these terms and conditions, I will suffer the

consequences as stated in this contract.

1) Daniel Chrisman

DATE 2/19/2023

2) Ella Knott

DATE 2/19/2023

3) Michael Wieland

DATE 2/19/2023

4)Lith Almadani

DATE 2/19/2023

5) Christian Boughton

DATE 2/19/2023