

6.005 Team Contract

Goals:

- What are the goals of the team?
 - We aim to put to use what we learned throughout the semester in 6.005. We also want to gain experience in a group software project similar to those that we might encounter in industry or academia as opposed to the individual project experience we gained in problem sets.
- What are your personal goals for this assignment?
 - Mohannad: My goal is to develop good software construction skills on a real life project while collaborating effectively with Ali and Narek.
 - Ali: I want to improve on my collaboration skills while putting to use the software design principles and patterns I learned throughout the semester.
- What kind of obstacles might you encounter in reaching your goals?
 - Allocating project working time given the many other deadlines we have for other classes.
- What happens if all of you decide you want to get an A grade, but because of time constraints, one person decides that a B will be acceptable?
 - All group decisions will be discussed wisely until a reasonable agreement is reached.
- **Is it acceptable for one or two team members to do more work than the others in order to get the team an A?**
 - Yes, but only within reasonable bounds. We expect every team member to contribute equally to the project, but it might happen that one or two members happen to have more pushes or written more lines of code. What is important is that everyone has the same intellectual contribution to the project.

Meeting norms:

- Do you have a preference for when meetings will be held? Do you have a preference for where they should be held?
 - While we don't have strong preferences for specific meeting times, we would prefer to meet in the evenings as opposed to earlier in the day. We don't really have a strong preference for meeting locations and can decide on specific locations on a per-meeting basis, but our initial thoughts are that the Athena cluster in the Student Center is a reasonable place to meet.
- How will you use the in-class time?
 - We intend to use in-class time for reviewing what we have done thus far and the plan for the upcoming days as well as doing some hands-on work on the project.
- How often do you think the team will need to meet outside of class?
 - Every other day during the week, and every day on weekends
- How long do you anticipate meetings will be?
 - 2-3 hours.
- How will you record and distribute the minutes and action lists produced by each meeting?
 - We will make weekly evaluations and push them to the github repo and updating the google docs

Work norms:

- How much time per week do you anticipate it will take to make the project successful?
 - In class: 4 hours
 - Other: 10 hours
 - Total: 14 hours.
- How will work be divided among team members?
 - Every team member will contribute to as many parts in the project as possible. We are not planning on assigning each

person a task that would stick to him until the end of the project. Our goal is to collaborate effectively on as many parts as possible so that every team member gets exposed to as many ideas/implementations/strategies as possible.

- How will deadlines be set?
 - We're going to have our soft deadlines with lecture meetings (i.e. MWF class meetings will be short-term milestones for our project progress).
- How will you decide who should do which tasks?
- **Where will you record who is responsible for which tasks?**
 - In the weekly google doc and push it to github
- What will happen if someone does not follow through on a commitment (e.g., missing a deadline, not showing up to meetings)?
 - In those extreme circumstances, we will give an extra day for that member to complete the task
- How will the work be reviewed?
 - Every team member's code will be reviewed by the other two
- What happens if people have different opinions on the quality of the work?
 - We will explore why people have the opinions they have and see if a compromise can be reached. If the discussion draws out, we may end up discussing it with our TA to get another point of view on the quality of the work.
- What will you do if one or more team members are not doing their share of the work?
 - We will initially discuss it with the members that are not doing the work and see why that is the case. We will try to resolve internally before taking further measures such as discussing it with our TA mentor.
- How will you deal with different work habits of individual team members (e.g., some people like to get assignments done as early as possible; others like to work under the pressure of a deadline)?

- We will be operating under the core principle of compromise. We expect each member to understand that no two people's work habits are the same and that rather than imposing their habits on one another, they should compromise. We will try to strike a balance between the different work habits. If we see that we are tending one way and a member is unhappy, we will discuss it and hope to resolve the issue.

Decision making:

- Do you need consensus (100% approval of all team members) before making a decision?
 - Yes, we will reach unilateral consensus before any decision
- What will you do if one of you fixates on a particular idea?
 - Discuss it as a team and analyze that idea's merits and disadvantages, and if there is still no team consensus on it, abandon the idea

Team members:

Narek Dshkhunyan

Mohannad Abunassar

Ali Can Soylemezoglu