**Team Contract**

Team Name: Group 1

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| GOALS: What are our team goals for this project?  What do we want to accomplish? What skills do we want to develop or refine? |
| Group 1's goals for the project are to conduct analytics on the specified dataset, including pre-processing of the data, and producing a report on the patterns found in the data.  We expect to gain skills in using technology such as Kaggle, Colab, Python and its libraries, and methods such as Confirmatory or Exploratory Data Analysis. |
| EXPECTATIONS: What do we expect of one another in regard to attendance at meetings, participation, frequency of communication, the quality of work, etc.? |
| Group 1's members will attend meeting scheduled twice per week on Google meets Mondays and Thursdays at 6pm BST channel and will make at least one comment each per meeting.  All submitted work must be checked for quality before posting. Group members will communicate through the Slack [#ml-project](https://machinelearni-wyw5831.slack.com/archives/C06RRL0C2CU) channel between scheduled meetings, and will use email if other members are unresponsive. |
| POLICIES & PROCEDURES: What rules can we agree on to help us meet our goals and expectations, such as preparatory tasks, generating ideas, evaluating outcomes? |
| Group 1 members will agree to allocate tasks, will keep the group informed of their progress on assigned tasks and will, wherever possible, contribute suggestions to help those with other tasks. |
| 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? |
| Lead: Chris Butterworth  Data prep: Joy Ngugi Grace  Others: \*\*\*\*\*\*\*\*\*\* |
| CONSEQUENCES: How will we address non-performance regarding these goals, expectations, policies and procedures? How do we resolve disagreements? |
| We should talk to the appropriate group member first, then escalate to group meeting, then escalate to Liz. |

By signing this contract, we confirm that:

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

Chris Butterworth 28/03/24

Team member name and date

Joy Ngugi Grace 28/03/24

Team member name and date

Team member name and date

Team member name and date

Team member name and date