CSC-289

**Team Members**

Bradd Martin – Programmer

Timothy Hauser – Programmer

Samir Ghigha – Programmer

Neeraj Sharma – Database Administrator / Data Analyst

**General Rules**

Every member of the group is expected to treat each other with respect.

Make everyone feel welcome in the group.

Create an environment where everyone can speak freely.

**Communication**

Our main form of communication is Discord.

Every team member agrees to participate in scheduled collaborative sessions with the team. This includes communication via oral speech, typed chat, and video conferencing,

Expected to check messages daily and reply when necessary.

If something comes up where a member may need a couple of days to themselves, they must inform the group before disappearing.

If a team member is inactive for 48 hours with no communication of why we will begin to reach out in other forms. Either by email or phone. If 3 days goes by with no response at all we will contact the instructor. At this point a decision would be made if they were to remain a part of the group.

**Decisions**

All decisions in the group will be made by the entire group. Majority rules.

All possibilities will be considered, and everyone must get a chance to give their ideas and thoughts.

It is the responsibility of all members to review documents within 48 hours of the due date.

**Participation**

An even amount of work is expected from every member in the group.

Everyone should complete their own work and ask for help if needed.

Every team member should provide collaborative communication during team meetings.

If a team member is not putting forth the same effort of the team it will be noted. If this continues for 2 assignments, it will be noted on the assignments and brought up to the instructor. If the person continues to not contribute, they will be removed from the group.

**Conflict**

In the case of conflict, we will schedule a team meeting to come with arrangement of how to resolve the issue.

Each team member will get three strikes before being removed.

**Consequences**

First no show to a meeting is a verbal warning. The second time a person does not show up we will reach out to the instructor and let them know of the problem. The third time someone fails to show up they will be removed from the group.

If a member does not contribute to an assignment, they will have a 15% reduction in their grade for that assignment. If it happens again, they will have a 25% reduction. If it happens consistently, they will be removed from the group.

**Signatures**

By signing here, we all agree to follow the guidelines listed in the contract above:

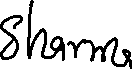
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