1. What to do to get the task accomplished and the team members' satisfaction high?
   - Make sure everyone does an equal amount of work and keep a direct line of communication with each team member. Also, make sure to help each team member whenever it is needed.
2. A. Work Norms
   - Work will be distributed equally amongst the group and deadlines will be mutually agreed upon from everyone in the group. If someone doesn't follow through with their commitments, we will try our best to work through it. If that does not work, then the other members of the group will unfortunately have to pick up the slack. Differing opinions will be decided through a group vote to help alleviate any sort of bias.

   B. Facilitator Norms
   - Yes, we will use a facilitator. It will be the duty of the coordinator to help resolve any sort of disagreements between group members and dictate who is responsible for what.

   C. Communication Norms
   - We are going to communicate through this medium,which are slack,phone,and groupme.we are also trying to communicate right after class to make sure that everything assigned to each member are on track.

   D. Meeting Norms
   - While meeting for the first time, we discussed our schedules. Tuesday and Thursday afternoon (around 3:30 PM) works with everyone's schedule; the coordination of meetings can be completed as needed, by anyone. The Library is a good place to hold meetings, as it's a central location on campus. There's not an expectation of being precisely on time for meetings, but if someone is significantly late we'll reach out to them using one of the forms of communication. If a group member misses a single meeting without explanation, it won't be a big deal (as long as their work is getting done) but we'll ask for explanation and ensure they can make it to a future meeting. If they miss several meetings, the same procedure will be followed. If important information was covered during the meeting, other members can relay that information to the person who missed meetings.

   E. Consideration Norms
   - Consideration norms will be fairly lax. Members can eat and drink if need be as the meeting times will be later in the day and may prolong to late at night. The team coordinator will control the flow of discussion and if someone is too dominant during the meeting, any member may speak up and inform the person (in a euphonic manner) that they are being too dominant. If a member is not comfortable in the group for whatever manner they are able to speak up and the group will come to a resolution to the reason given. Members will be open to create a positive working environment for everyone.

3. As a team, select two cases out of the four mentioned in handling difficult behavior.

   - Too Quiet: instead of putting that group member onto the spotlight and telling them that they are too quiet, this can be easily prevented by helping out the member by asking for their input and giving them a reason to talk. This way, the quiet member can be more comfortable with the group and will start to give input as time goes by, thus giving the person more of a reason to talk because as a team, we should respect each others decisions and what they bring to the table.
   - Complains: In a team, someone complaining can really ruin the mood of the group setting, so as a group, we will try not to complain. However, sometimes there are times where we will do that. Hopefully, as a group we will understand the situation and let it slide, however if this is a constant thing that we have to deal with, we will have to meetup and discuss about the person's issues and make time to help resolve those issues to make working in a group easier for the person and for the entire group.

4. When making decisions, if the team is having trouble reaching consensus what should you do?
   - Any difficult decision should be left to a vote. This will help to alleviate any sort of bias and has the potential to satisfy as many group members as possible.
5. What should you do if a person may reach a decision more quickly than others and pressure people to move on before it is a good idea to do so?
   - The decision should be brought to the rest of the group so that everyone can have their say in what would be the best course of action. The end of this discussion will determine how we will move forward.
6. What happens if most people on the team want to get an "A" on the assignment, but another person decides that a "B" will be acceptable?
   - It takes more than just one individual to bring down the rest of the group. Ultimately, if a team member is not giving their all, it is up to the rest of the group to pick up the slack.