## **Deadlines**

Everyone has access to their deadlines so there shouldn't be any confusion on what needs to be done by when.

### **Team Work**

Everyone should be working on a team regardless of any personal or previous conflicts. If there's an issue where a member is being uncooperative then it should be reported to Raea to handle fairly. Both members will be questioned to remain a fair and unbiased judgement.

#### Team Code:

Raea and Jarod will be responsible for completing the game projects.

Raea and Jarod will break up the work of a project and complete the tasks they assign to their self.

### Team Novel:

Emily and Tony will be responsible for completing the writing portion of the textbook.

Emily's role is to write the textbook and design it.

Tony's role is to help Emily write the text in a clear manner and refine anything needed.

# **Hour Logs**

Everyone will record the hours they work and what they did during those hours. These should be updated at the end of each day. This will ensure everyone is doing their share of work and avoid any confusion on what has been worked on during the time frame since it will be an easy check to see if there was lack of progress made.

## **Project Update**

I've made a GitHub repository for this project and it will from here on be used so each person should have access to GitHub; preferably Desktop since it's best for easy access. I currently need Emily and Jarod's GitHub. If you don't have one please get one.

All files should be updated in the GitHub repository each day.