

CSC106

Group Norms and Team Contract

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The objective of this activity is for your group to decide upon group norms and craft a team contract. Your entire group should come to a consensus about these items.

Submit the link to this document as part of your quiz for today. Also share the link with everyone in your group.

Note that part of your final project grade will be the effort you put into your project.

Decisions (How will they be made? Majority, consensus, other?)

- Mutual agreement, we will come to an agreement if the ideas are effective according to our project. We will always make a decision with our partner's idea in mind.

Attendance (What are your expectations for the frequency and type of attendance for work outside of class/lab time?; What are legitimate reasons for missing? What do missing members have to do to make up for missed meetings)

- We can meet once or twice a week for about an hour or an hour and a half to talk and check in on the task at hand (in person/zoom). A legitimate reason for missing (or starting a zoom) a meeting is because of sickness or an emergency (like family). If anything, we will catch up on our progress.

Assignments (How will assignments be made? How will the group deal with members who do not complete (or poorly complete assignments?)

- Since it is just the two of us, we will keep each other in check and hold ourselves accountable for the work that is put in front of us.

Participation (How will you communicate and share information; How will you ensure full participation of everyone? How will you honor member strengths and interests)?

- We shared phone numbers to have active communication. Like stated before, we will hold each other accountable and actively ask questions about the project, etc. . Since each of us has different strengths, that can help us figure out who does what task.

Meeting Times and Locations/Mediums (How will you decide on locations and times that suit all members)?

- Like stated before, we will meet in person or via zoom to discuss and write code for our final. We will also take into account our own schedules.

Agenda and SCRUM Meeting Notes (Who will take them and in what format will they be shared?)

- We can both take notes and fill out the SCRUM sheet. There is also a section that is dedicated to writing down ideas and thoughts. It is shared through google sheets as well as google docs.

Promptness (What do you expect and how will you handle lateness?)

- We will ensure that we will meet scheduled meeting times and allow us to do what we have to do to finish. Also, we will take into account that there is a deadline. Since there is, we will most likely have a 2 day deadline for each task.

Conversational Courtesies (How will the team encourage and reinforce active listening, sharing of the airtime, tangents, respectful dialogue, etc)

- We will make sure that the atmosphere is calm and welcoming so that we can openly share ideas to benefit our project.

Enforcement/Feedback (How will the team enforce its own rules? How do individuals prefer to give and receive feedback?)

- Like stated before, we will hold each other accountable to each task presented to us. We can give each other feedback in our scheduled meetings or via text.

You may add additional norms here.