

# TEAM AGREEMENT

Prepared for COSC 499  
Created by Camp-OAC: Group B

1. Add more points to this list later if you think of them.
2. Don't interrupt teammates during meetings.
3. Actively listen to others during meetings.
4. All major changes to the Sprint/Backlog must be approved by the Team.
5. Support each other.
6. The entire team must come to a unanimous decision to make any future changes.
7. If behind schedule, remove lowest priority work items first.
8. If ahead of schedule, add work items from the backlog by priority.
9. Lead by example.
10. Michael will take notes during all meetings and send them to the team over Discord within 24 hours.
11. Meet on Sundays at 14:00 (In-person) unless a scheduling conflict occurs.
12. Dress presentable for meetings.
13. Keep consistent contact with each other over Discord.
14. Speak up if you're unsure about tasks.

### Client Liaison

Michael

[First name]

Boulanger

[Last name]

Mr.

[Title]



### Technical Leader

Baillie

[First name]

Stang

[Last name]

Mr.

[Title]



### Scrum Manager

Sai Rohith

[First name]

Enumala

[Last name]

Mr.

[Title]



### QA Leader

Paul

[First name]

Ranger

[Last name]

Mr.

[Title]

