

Team Agreement

CS691 - Team Justice League (23915)

Purpose of the Agreement:

To ensure the successful completion of our collaborative project and foster a positive working environment for all team members.

Team Values:

1. Collaboration: We value open communication and collaboration, encouraging all team members to actively engage in discussions and contribute ideas for the project's success.
2. Accountability: Each team member is accountable for their assigned tasks, and if challenges arise, open communication is essential to address and overcome obstacles collectively.
3. Transparency: We prioritize transparent communication through various channels to build trust within the team. Keeping cameras on during Zoom meetings is encouraged for meaningful team interactions.

Communication:

1. The team will utilize Zoom for weekly meetings to facilitate meaningful discussions. Weekly meetings will be held every Tuesday, Friday, and Sunday. Attendance is mandatory, with exceptions allowed in exceptional cases.
2. Active participation in meetings is expected from every team member, including sharing ideas, engaging in discussions, and providing updates on individual work progress.
3. For immediate discussions, urgent matters, and doubts, a WhatsApp messenger group will be employed.
4. Microsoft Sharepoint will be the designated platform for sharing final deliverables, allowing all team members to collaboratively edit documents.
5. A shared platform, such as Jira, will be used for project management. It includes designated groups for different roles, facilitating efficient collaboration among Developers, Business Analysts, and the Product Owner.

Work Division and Participation:

1. Project work will be equitably divided among team members, with equal responsibilities assigned to ensure a balanced workload.
2. Timely completion of assigned work is crucial. In cases of potential delays, team members must communicate with their peers to redistribute tasks accordingly.
3. Work separation between members is voluntary. However, if a member lacks participation, the Product Owner reserves the right to assign necessary tasks to ensure project progress.
4. In the event of a member's absence during meetings, the member pledges to support the decisions made during the meeting.

Team Members:

1. Saurabh chaudhary
2. Suraj Salunkhe
3. Kavita Kamtekar
4. Manthan Kale
5. Maheswari Vidyadharani
6. Rushabh Shingala
7. Sai Kumar Tata
8. Gayatri Kishor Kulkarni