

## Team Contract

### Group 1

#### GOALS:

- Successfully achieve the goals of the machine learning project with minimal difficulties.
- Gain practical experience in applying supervised and unsupervised learning techniques.
- Enhance collaboration and project management skills within the team.
- Encourage knowledge sharing and peer learning through resources and mentorship.
- Develop technical writing and presentation skills through structured documentation and group presentations.

#### EXPECTATIONS:

- Attend all scheduled team meetings (virtual or in-person) and notify the team in advance if unable to attend.
- Maintain regular collaboration through the group chat platform and WhatsApp.
- Review team progress at least once per week and provide constructive feedback.
- Demonstrate respect, open-mindedness, and inclusivity in all discussions.
- Submit all assigned tasks and deliverables by the agreed deadlines.
- Offer critiques and feedback in a supportive and professional manner.

**POLICIES & PROCEDURES:**

- Schedule a progress meeting every Friday.
- For documentation and sharing of code, a Word Document shall be utilized.
- Collaboratively brainstorm before commenting any major tasks.
- Code reviews are done through pull requests and done collaboratively marking any approvals.

**ROLES:**

- Project Lead: Ali Alhammadi – supervises progress and team merging.
- Data Specialist: Saleh Almarzooqi– Carries out data gathering and data preparation.
- Model Developer: Ahmed Alnaqbi – Works on model development, training, and parameter tuning.
- Documentation and Report Lead: Abdulla Almessabi – Prepares and coordinates all project reports and documentation and formats the master report, Collect inputs from all participants/ team members and integrate them with the right format, citation styles, and submission guidelines.

**These roles can remain constant, or change every other week, depending on the phase of the project.**

**CONSEQUENCES:**

- Correct missed work, as needed, during discussion and reallocation.
- Any non-repeated performance issues would entail reporting to the instructor and contemplating team reorganization.
- Conflicts will be solved through voting or discussions within the team; if not, they will be taken to the instructor.

By signing this contract, we confirm that:

- We took part in defining in these goals, expectations, roles, procedures, and consequences as described in this contract.
- We understand that we must comply with the terms of this contract.

**Abdulla Almessabi 19/08/2025**

Team member name and date

**Ali Alhammadi 19/08/2025**

Team member name and date

**Saleh Almarzooqi 19/08/2025**

Team member name and date

**Ahmed Alnaqbi 19/08/2025**

Team member name and date