**Large Team project working agreement ( Alacrit)**

This work agreement outlines expectations, roles, and guidelines for effective collaboration within our team. It ensures clear communication, task accountability, and conflict resolution to help us work efficiently and professionally toward our project goals.

**Members:**

* Stephen
* Mahi
* Clevis
* Peter

**Timetable:**

Sprint Retrospective: 11:00 – 11:30 Friday

Sprint Planning: 11:10 – 13:00 Tuesday /Monday

**Team Members' Availability:**

* **Stephen:**
  + Mondays: 9am – 6pm
  + Wednesday: 9am – 6pm
  + Thursday: 9am – 6pm (in person form 10 am)
* Clevis
  + Mondays: 9am – 6pm
  + Wednesday: 9am – 6pm
  + Thursday: 9am – 6pm (in person form 10 am)
* **Mahi**
  + Mondays: 9am – 6pm
  + Wednesday: 9am – 6pm
  + Thursday: 9am – 6pm (in person form 10 am)
* **Peter:**

**Tech Stack:**

* **Frontend: Next.js, TypeScript, Tailwind CSS, ShadCN UI**
* **Backend: Django, Python**
* **Database: MySQL**
* **Testing: Jest (frontend), Pytest (backend)**
* **CI/CD: GitLab CI/CD**
* **Version Control: Git (hosted on GitLab)**

**Team Meetings**

Attendance at team meetings is strongly encouraged, whether online or in person, to accommodate individual preferences. Regular standups will be held on Mondays, Wednesdays, or Thursdays, where team members will provide updates on their progress, highlight any blockers, and share their plans for the day. These meetings will remain brief and focused, promoting effective communication.

**Communication in the Workplace**

Compassion and respect are essential to the success of the project. Every team member must be considerate and ensure their opinions are heard and valued. Effective communication is critical—without it, the project is at risk of failure and conflicts may arise. The team must strive to maintain consistent and respectful communication at all times.

**Handling Conflicts**

Team members are encouraged to address concerns openly and transparently. Conflicts should be resolved directly between the involved parties, with respect and understanding. If an issue persists, a team discussion will be organized to seek a resolution. If further mediation is needed, the project supervisor will be consulted for a final resolution.

**Managing Deadlines**

All team members are responsible for their tasks and must communicate any anticipated delays promptly. If needed, tasks can be reassigned temporarily. However, if a task is not completed on time without prior communication, it will be reassigned to another team member.

**Decision-Making Process**

Major decisions, such as selecting technologies, will be made collaboratively, with all team members having an equal voice. In case of disagreement, the team will work towards a consensus. If consensus cannot be reached, a majority vote will determine the decision. Furthermore, as part of collaborative decision-making, Planning Poker will be used to reach consensus on user story complexity during sprint planning.

**Git Workflows**

The team will adhere to a structured Git workflow to maintain code quality. All commits will be made to the development branch, and changes will be reviewed before merging into the main branch. At the end of each sprint, the master and development branches will be synchronized. The team will follow Test-Driven Development (TDD), ensuring that all code is peer-reviewed by at least one team member before merging**.**

**Code of Conduct**

Respect, communication, teamwork, and active listening are the core values that guide this project. Every team member is expected to contribute positively, listen to others' perspectives, respect differing opinions, and support one another throughout the project's duration.

**Scrum Master Rotation**  
Each team member will take turns acting as the Scrum Master for a two-week period during the 10-week cycle, starting from **3rd February**. The Scrum Master will facilitate sprint ceremonies, remove any blockers, and ensure that the team follows the Scrum framework. The rotation schedule is as follows:

* **Week 1-2 (3rd Feb – 16th Feb**
* **Week 3-4 (17th Feb – 2nd Mar**
* **Week 5-6 (3rd Mar – 16th Mar**
* **Week 7-8 (17th Mar – 30th Mar**

**Definition of Ready:**

* **‘As a...’**
* **‘I want...’**
* **‘So that...’**

**Definition of Done:**

As a team we decided that an issue is considered complete when:

* Code is completed and functions correctly.
* Code is adequately commented for readability and understanding.
* Code is pushed to git for reviewal.
* The code is peer reviewed by at least one team members and approved to be merged into the main branch.
* Adequate Unit testing has been performed on distinct functions of the game.
* The game has been well-documented, and the git wiki has been complete