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Surveilia Contract

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SURVEILIA, CAMOSUN COLLEGE

Objective

The objective of Surveilia is to design and create a drone that can do autonomous patrols of a designated area and provide feedback to users on the conditions of the area.

Core Values

Adaptability: It is imperative to the success of the project that all group members are able and are willing to adjust to new tasks both effectively and comfortably. If all group members can face problems, pivot among distractions, and proceed forward, it will be easy to think ahead and consistently focus on overall improvement.

Communication: Strong communication is needed to keep everyone on the same page and help each other freely when necessary.

Diligence: Working to the best of your abilities to achieve the goals set in the timeline.

Humor: Each member will contribute to the positive morale and cohesion of the team. Each member will check to ensure that everyone remains confident and productive, while also maintaining a fun environment which is free of harassment. Adversity shall be reserved for technical challenges, which we will overcome.

Team

Names	Email	Role
Chase Westlake	chasewestlake@gmail.com	Team Lead
Ethan Pyle	pyleethan15@gmail.com	Software Lead
Kaden Taylor	kaden.taylor@me.com	Hardware Lead
Ben Kennedy	benkennedy47@gmail.com	Design Lead

Roles

Roles are non-concrete, meaning they will evolve and expand as the project expands. This is simply a base to begin.

Roles carry with it the responsibility to ensure that the member understands what their platform is built on and why decisions are made. They are also to take the lead when other members are assigned to their tasks.

Team Lead is responsible for:

- Ensuring communication amongst team and faculty
- Supporting team members achieve tasks
- Taking feedback and directing solutions

- Delegating tasks as they arise and course correction
- Listening to team members and respecting their expertise

Software Lead is responsible for:

- Ensuring software is complete on time
- Recommending styles, solutions, and widgets for implementation
- Documenting software to a high standard
- Communicating with team lead when extra resources are needed

Hardware Lead is responsible for:

- Ensuring hardware is properly assembled and functional
- Recommending fixes and solutions for implementation
- Working with Design Lead to ensure proper documentation of schematics
- Communicating with team lead when extra resources are needed

Design Lead is responsible for:

- Ensuring designs make sense and are properly thought out
- Recommending solutions on hardware, software, CAD
- Documenting design practices and requirements
- Working with Hardware Lead to ensure proper documentation
- Communicating with team lead when extra resources are needed

Labor Methodology

- All members will be respectable and helpful without putting down another member.
- Members must be flexible in what role/job they are working on. One problem may need more than one brain to complete, be flexible.
- While all members will be expected to be adaptable regarding the tasks that they complete, primary roles have been assigned to keep a formal and efficient working environment within each specific area of the product.
- Labor for one task can often be subdivided if the primary lead of one area needs assistance or if the task being referred to requires a more significant allocation of resources.

Expectations and Discipline

- Attend every scheduled meeting.
- Notify your team members if you are unable to attend a meeting and allocate another time to discuss or complete assigned work.
- Complete work following the scheduled timeline.
- Ask for assistance/advice if issues are arising and solve the problem as a team to resolve the issue.
- Show up on time for lectures and all labs to not fall behind in content being delivered.
- Failure to abide by expectations will result in a round of the cheapest beer available at the bar, paid for by the offender.
- Constant negligence will begin in warning from and discussion with the team lead. If the discussion is insufficient, the group will consider the circumstances and decide whether it is appropriate to approach faculty members.

Documentation

- Coding
    - Comments on the functions and navigation of the Graphical User Interface (GUI).
    - Reference and credit existing code for specific usages only.
    - Updated time-stamp and date.
    - Appropriate usage of messages for the repository.

- BOM
    - A structured listing of all materials and components required to construct the product.
    - The BOM will include the following elements: BOM level, the part number, the name, the value/measurement, the description, and quantity.
    - The BOM will be structured in a hierarchy. At the top is the completed product, next are the subassemblies, and below those are the components and materials that go into making the product.
    - The BOM will be neat, accurate, and able to be referenced assuming the cause of the product's failure needs to be identified.

- Hardware schematics
    - Components on the schematics will be represented by industry-standardized schematic symbols.

- Components will be paired with both a name and a value to complete them.
- Important measurements will be included with appropriate units.
- Schematics will be neat, comprehensible, and easily editable if required.

Financial Commitment

The financial commitment placed upon members of the team is divided evenly. The project may be surrendered to the college at the end of term for possible reimbursement of some funds, at a reduced financial loss to the team.

If any member chooses to keep the drone, they may. However, they will take on the full cost of the drone regardless of pricing inefficiencies.

If more than one member decides that they want the drone, it must be decided between those members how the exchange will be done.

Signatures

By signing this document, you acknowledge that you are bound by this contract, and it's stated policies.

Chase Westlake	Ethan Pyle	Kaden Taylor	Ben Kennedy