

# Team Contract

TableHub

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# Contents

|          |                                    |          |
|----------|------------------------------------|----------|
| <b>1</b> | <b>General Information</b>         | <b>3</b> |
| 1.1      | Team Name . . . . .                | 3        |
| 1.2      | Team Members . . . . .             | 3        |
| 1.3      | Team Structure . . . . .           | 3        |
| <b>2</b> | <b>Team goals</b>                  | <b>4</b> |
| <b>3</b> | <b>Team rules and expectations</b> | <b>4</b> |
| 3.1      | Communication . . . . .            | 4        |
| 3.2      | Meetings . . . . .                 | 4        |
| 3.3      | Task management . . . . .          | 4        |
| 3.4      | Code of conduct . . . . .          | 5        |
| <b>4</b> | <b>Additional information</b>      | <b>5</b> |
| 4.1      | Jira . . . . .                     | 5        |
| 4.2      | GitHub . . . . .                   | 5        |

# 1 General Information

## 1.1 Team Name

Our team name is: TableHub

## 1.2 Team Members

- Member 1: Julian Bednarek - 250247@edu.p.lodz.pl
- Member 2: Jakub Raj - 250266@edu.p.lodz.pl
- Member 3: Hubert Szadkowski - 250276@edu.p.lodz.pl
- Member 4: Bartłomiej Sęczkowski - 250270@edu.p.lodz.pl
- Member 5: Diana Prośniewska - 250265@edu.p.lodz.pl

## 1.3 Team Structure

**Team Leader: Julian Bednarek**

### Backend Team

- Hubert Szadkowski - Lead Developer
- Jakub Raj - Junior Developer

### Mobile Team

- Julian Bednarek - Principal Lead Developer
- Bartłomiej Sęczkowski - Junior Developer
- Diana Prośniewska - Junior Developer

### Quality Assurance Team

- Jakub Raj - Lead QA Engineer
- Julian Bednarek - Support QA Engineer

### DevOps Team

- Hubert Szadkowski - DevOps Engineer
- Julian Bednarek - Junior DevOps Engineer

### Product development Team

*Whole team is responsible for product development. i.e. brainstorming, planning, designing, stakeholder communication, etc.*

## 2 Team goals

- Handle current tech debt
- Deliver high-quality software
- Implement user engaging features (e.g. gamification)
- Make designs more user-friendly
- Make software production ready
- Develop new skills and share knowledge
- Maintain a positive and collaborative team environment

## 3 Team rules and expectations

### 3.1 Communication

- Use teams for messages to everyone
- Use private messages for one-on-one communication
- We track progress in Jira

### 3.2 Meetings

- We have weekly meetings on Tuesdays at 13:15 central european time
- If there is a need for an additional meeting, the team leader will schedule it
- We don't have daily standups
- Team members are obliged to be on time for meetings

### 3.3 Task management

- We are working in **Kanban** methodology with **2 week sprints**
- We use Jira for task management
- Each team member is responsible for updating the status of their tasks in Jira
- We use GitHub for version control and code reviews

### 3.4 Code of conduct

- Treat each other with respect and professionalism
- Be open to feedback and willing to give constructive feedback
- Collaborate and support each other to achieve team goals
- Address conflicts directly and professionally
- Maintain a positive and inclusive team environment

## 4 Additional information

### 4.1 Jira

Our Jira board can be found *here*.

- We use hourly estimates for tasks
- We have the following task statuses: To Do, In Progress, In Review, Testing, Done and Bednarek
- We use labels and epics to organize tasks (recommended not mandatory)
- After the end of each sprint, we have a retrospective meeting to discuss what went well, what could be improved, and any action items for the next sprint

### 4.2 GitHub

Our GitHub repository can be found *here*.

- We use feature branching strategy
- Each feature branch should be named according to the task it is related and based on author's name:  
`jb/TH-1-optionally-short-description`
- We use pull requests for code reviews
- Each pull request should be reviewed by at least one team member before merging
- We use GitHub Actions for continuous integration and deployment
- Other things are specified by team leader in the repository's README file