

Team Charter

Team Purpose

We will develop, create, test, and launch an app for delivery tip tracker. Ideally we would like to be out of beta and have at least a first major release on Android and iOS.

Duration and Time Commitment

We have been hired for a 14 week period. We will each be spending roughly 5-6 hours a week on the project with time logs totalled weekly.

Scope

Anything that comes up during the progress will be documented for later however will not have time dedicated to it or pursued at this time given the time constraints.

Members

Taylor Watson - UI Designer, Coder, Quality Control, Discussion Leader

- In charge of design and layout of the applications
 - photoshop templates
 - animations
- In charge of 50% of the code work
- After each sprint must review all code
 - make sure all tests pass before merging code
- In charge of keeping discussions on track.

Andrew Hartwig - Administrator, Coder, Facilitator, Quality Control, merge conflict leader

- In charge of delegating work to each member
- in charge of 50% of the code work
- Assigns due dates for each sprint
- After each sprint must review all code
- confirms all tests pass before code is merged

Tracking Progress

- Use a hours tracking app to track time
- Use GitHub to track and manage code
- Use Github issues manager to track issues on the sprint log and project backlog

Reporting Plan

The team facilitator will provide a weekly report of past-due issues and progress of primary tasks. This can be a simple bullet point summary on Github issues. The issues will also be outlined during our weekly meetings where the facilitator will review the tasks on hand. The meetings will never be longer than 20 minutes to avoid dragging on.

Desired End Result

To have a completed app launched on iOS and Android that is out of beta. We would like to see all artwork and UI design fully finished and have a polished smooth interface

Conflicts Around Development

first step:

We will try to resolve our conflicts using discussion, this could include: different solutions to a problem, wanting to use a different technology in the project or writing it a different way.

second step:

If a conflict between developers arises surrounding the development path of our application, we will reach out to third party developers for a tie breaker. We will both present our arguments and let the mediator come to a conclusion.

Conflicts Around Project

This can include but is not limited to

- Overbearing participants
- Reluctant participants
- Rush to accomplish leading to poor coding
- Floundering

first step

We will try to resolve our conflicts using discussion. This may include: member not showing up to meetings, not completing scheduled work, getting side tracked during meetings too often.

second step

we will contact our instructor for guidance on the situation to help mediate the discussion of how to fix the problems the team is having.

Expectations

Each member is expected to complete the work assigned to them for each sprint. If a person can't complete the work in the allotted time, they need to let the team know ahead of time. Minimum 48 hours.

All members are

Name: _____ Date: _____

Name: _____ Date: _____