

Team Contract

Team Name:

DropBy

Project Name:

DropBy

Team Members:

Elijah Brandner

Shane Meaney

Koalani Okada

Jane Davis

Team Member Statements

Elijah

- **What I want to get out of this project:** I want to improve my confidence and practical skills in React, Next.js, and deployment with Vercel. I also want to get better at working with a real team remotely and using GitHub professionally. I also want to polish my skills working and interacting with a team to build a fully functional project.
- **My background and skills:** I'm a junior studying software engineering. I bring experience in JavaScript, TypeScript, React, and Draw.io. I've also done UI design and database management in previous courses using Spring Bean and Java.
- **Time constraints/availability:** Unfortunately as an individual working full time and trying to get the most out of the summer, my schedule is never consistent. I find most of my free time at either late nights or early mornings, but I am never opposed to setting a scheduled meeting time ahead.
- **Preferred contact method:** Discord. Contact me anytime and I will answer as soon as possible.

Shane Meaney

- **What I want to get out of this project:** I would like to get out of this project the ability to work with others proficiently and get really good at collaborating via git hub and other online tools.
- **My background and skills:** My background is that I have just graduated from KCC with my AS in computer science and am now in my Third year of studying computer science, while my skills still lack in many ways I do have good problem solving skills that can make up for my actual lack in programming ability.
- **Time constraints/availability:** I do not have many time constraints right now, I do work every morning but I am usually free by the early afternoon every day. Both classes I am taking right now this summer are online and asynchronous.
- **Preferred contact method:** My preferred contact method is probably via discord. I will be able to answer pretty quickly since I have it on my phone too if something is really urgent.

Koalani Okada

- **What I want to get out of this project:** I want to get better in collaborative settings and increase my proficiency using [Next.js](#), TypeScript, JavaScript, Vercel, and databases.
- **My background and skills:** I am currently a Junior in comp sci at UH Manoa. I have experience with Java, CSS, C, C++, Python, BioPython, Streamlit, Langchain, Ollama, Minstral, RAG, Agents, Machine Learning, Robotics, UI Design, Project Design and Management, TypeScript, JavaScript, Large Language Models, Local Language Models, Virtual Environments, Virtual Machines, HTML, GitHub, Git Kraken, JGrasp, GitHub Desktop, Visual Studio Code, Vim, command line.
- **Time constraints/availability:** My work schedule is pretty flexible; the only time I am not available is on Thursdays from 11:30am-3pm. I am also not available in the very early mornings.
- **Preferred contact method:** Discord

Jane Davis

- **What I want to get out of this project:** I want to build my personal confidence with communication and learning to be proud of and take credit for my contributions. I really like all of my team members and I'm excited to create this project with them!
- **My background and skills:** I am in my third year of college pursuing a bachelor in computer science. I have experience with numerous languages such as java, javascript,

python, C, C++, HTML, CSS, jsx. I've participated in research projects and paid internships centering around robots, machine learning, virtual machines, and web design and development. I am currently in an internship researching RAGs, multi-agent systems, and local LLMs. Some app design and development tools I'm familiar with include Figma, React, Next.js, and Streamlit. I mainly use VSCode but have experience with java specific IDE JGRASP. I am proficient with GitHub, GitHub Desktop, GitKraken, Vim, and general command line skills.

- **Time constraints/availability:** Along with this class, I'm in a full-time internship, and I have a part time job. Even if I don't have quite enough time for this class, this group project means a lot to me. The relationship between the group seems really strong and I plan on doing my part to keep it that way! I'm carving out at least 15 hours a week to be spending on this project. I know I can count on my group members to keep me accountable for communicating consistently.
- **Preferred contact method:** Messages via discord or my number.

Communication:

We will communicate regularly through our agreed-upon platform (Discord). Team members are expected to check messages daily and respond within 24 hours. Important updates or blockers will be shared promptly with the group.

Availability:

Each team member will provide their availability at the start of each milestone. We will plan meetings based on mutual availability and give advance notice if we cannot attend. We agree to make time for a minimum of one team check-in per week.

GitHub and Project Management:

All development will be tracked using GitHub Issues and Projects. Each member will create and work from branches named according to the IDPM guidelines. Pull requests will be reviewed and approved by at least one team member before merging into main.

Contribution Criteria:

A team member is considered to have contributed effectively if they:

- Attend meetings on time and come prepared
- Communicate clearly about progress and blockers
- Complete tasks assigned to them within agreed deadlines
- Follow GitHub Issue-Driven Project Management (IDPM) guidelines
- Collaborate respectfully and seek help when needed

Behavioral Criteria:

Team members are expected to:

- Be respectful in all communication
- Listen actively during meetings
- Provide constructive feedback without personal criticism
- Meet deadlines and follow through on responsibilities
- Stay engaged and committed to the team's success

Accountability:

If a team member consistently misses deadlines or fails to communicate, the issue will be documented and brought to the team's attention. Persistent lack of contribution may result in the team requesting instructor intervention.

Conflict Resolution:

If conflicts arise, we agree to address them respectfully and directly. We will attempt to resolve misunderstandings through open discussion. If needed, we will involve the instructor for guidance.

Failure to Honor Contract

If a team member fails to meet the expectations of this contract:

- The issue will be addressed directly with that member first.
If the problem persists, the team will document the issue and escalate it to the instructor.
- Continued lack of contribution or disruptive behavior may result in team removal or a lower individual project grade.

Agreement

By signing below, all members acknowledge they have read, understood, and agreed to the terms in this contract. We commit to working as a unified, dependable team throughout the duration of this project.

Elijah Brandner

Kokada

Jane Davis

Shane Meaney