Team Contract

1. **Team meeting**
   - our meeting will hold at least 3 times a week
   - Each meeting will last at leat 1 hour
   - We will mainly use WeChat and Discord in terms of communication

2. **Group help**
   - if one group member get difficulties during his task, he can use WeChat or discord to request help and teammates should respond to one's request within that day.
   - it is everyone's responsibility to turn on the notification for both WeChat and Discord during the whole project period.
   - The Discord Channel and WeChat group chat will only use for the final project ONLY.

3. **Respect**
   - Every member has the right to express his own opinion and any related argument about the final project.
   - if any team member wants to reject another's opinions he needs to provide a reasonable reason.
   - Everyone should treat other nicly

4. **Work distribution**
   - we will distribute our work by evaluating our skills
   - Everyone can do their strength part
   - if there is anything that can't be finished by one group member, then it's responsiblity to help each other out.
   - If one team member finished his part then he need to spend time reading other teammates' code and debug as a whole.
   - If any member is not satisfying what they assigned, we can reassign the work by conducting a meeting.

5. **Time commitment**
   - Each group member should spend at least 4 hours on this project in order to finish it in time.
   - If one member failed to do so he must make the time up or spend more time on what task he was assigned on.

6. **Conflic opinion**
   - if there is anything that cannot agree with, this will be addressed during the next group meeting
   - After they present their opinion, everyone else can vote for the final decision.
   - Once the vote is finished, all group members should follow the final decision.
   - We will try to resolve issues ourselves but if issues such as being regularly late or not performing assigned tasks arise, we will contact our mentor.
   - Since this is a team project, we will be understanding and respect everyone. Alerting staff and faculty is our last resort

Agreed By:

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