**Project Team Charter**

**XYZ COOKBOOK**

|  |  |
| --- | --- |
| Industry Partner |  |
| Primary Instructor |  |
| Team Member | Trevor Rocha |
| Team Member | Derek So |
| Team Member | Magomed Alimuradov |
| Team Member | Kartik |
| Team Member |  |

Document Revision History

|  |  |
| --- | --- |
| Revision # | Date |
| 0 | 10/08/20 |

**TEAM CHARTER**

1. **Purpose**

This team has been formed to create [app name] as part of our capstone project COMP3059. Our plan is to talk the skills and knowledge we have learned from the courses we have taken to create a final report and presentation for our project. We are committed to create this mobile application by working together as a team.

2. **Background**

Our team was formed through the capstone project and luckily all the member are

motivated and have aim to bring change in the world.The Idea of Recipe Book was formulated by one of our team members and we all agreed that people face problems

finding good recipes. The customers will be mainly people intrested in cooking and can

get connected to people having same interest.Our Stakeholders will be basically our

four team members.

3**. Scope**

A cookbook app where you can add your own recipes, and the app will suggest recipes you might like based on what you have added. People can connect to each other.Its type of social

media specificly for cooking lovers.The app will also have the ability to build a user inventory and make suggestions based on what the user has on hand. Our team is of web developers

where everyone have different responsibilties for achieving our goal

4. **Team composition**

Our team basically consists of web-developers and web-designers.Each person will be working on different features.We will be following agile methodolgy where we don't have any leader but we will cordinate with each other. Moreover we have support of our program cordinator.She will guide us through our path as we move along making our project a reality. We have time of approximately 8 months(Sep,20-Apr,20) to complete this project.

5. **Team empowerment**

As we don't have any specific authority to direct and control the team's work. Team members will be responsible for the work they are allocated and will together to achieve the desired results

6. **Team operations**

Every week our team will have have meeting in which the short status report will be given by every team member.Our team will use open source tool i.e GITHUB for cordinating with each other regarding project files and we are using DISCORD for

our project related discussions.

7. **Team Performance Assessment**

We will have meeting twice a week Monday, Thursday.

1) In these meeting we will assess the amount of complete work to our objectives.

2) We will discuss any concerns or questions.

3) Discuss if we will need to have another meeting during the week to keep our work flowing efficiently and being completed to all our expectations.

8. **Signature Page**

(Each team member signs, agreeing to the contents and being held mutually accountable for adherence.)

​