

CSC106

Group Norms and Team Contract

Group Member Names: _____ Kai Meerbott ____Gavin Kiernan_____

The objective of this activity is for your group to decide upon group norms and craft a team contract. Your entire group should come to a consensus about these items.

Submit the link to this document as part of your quiz for today. Also share the link with everyone in your group.

Note that part of your final project grade will be the effort you put into your project.

Decisions (How will they be made? Majority, consensus, other?)

We will talk it over and try to convince each other until one sees the other's way.

Attendance (What are your expectations for the frequency and type of attendance for work outside of class/lab time?; What are legitimate reasons for missing? What do missing members have to do to make up for missed meetings)

We expect to be in every class. Members that missed meetings can be informed through communication tools like imessage.

Assignments (How will assignments be made? How will the group deal with members who do not complete (or poorly complete assignments?)

They will be discussed beforehand and a deadline as well as who is doing what will be agreed upon.

Participation (How will you communicate and share information; How will you ensure full participation of everyone? How will you honor member strengths and interests)?

We can communicate via text or meet in person. We can remind each other of the work we need to complete.

Meeting Times and Locations/Mediums (How will you decide on locations and times that suit all members)?

We will communicate it through text messages.

Agenda and SCRUM Meeting Notes (Who will take them and in what format will they be shared?)

We will both take them in the google sheets.

Promptness (What do you expect and how will you handle lateness?)

We expect that we will set deadlines and if we have to extend them, we will communicate that to each other.

Conversational Courtesies (How will the team encourage and reinforce active listening, sharing of the airtime, tangents, respectful dialogue, etc)

We will be open to each other's ideas and input.

Enforcement/ Feedback (How will the team enforce its own rules? How do individuals prefer to give and receive feedback?)

We will talk and express how we feel about each other's work/ideas.

You may add additional norms here.