Team members data, preferences, and expectations

Name of team member	Roles			Grade expectations		Preferred times for…	
	Natural roles	Preferred tasks	Why (any special skill?)	Minimum grade	Expected grade	Extra meetings	Scrum Master
Hieu Chu	Plant	Work on the back-end	I have experience in Java and OOP in general	6	7.5	In the evening	Week 5, 11
	Team Worker						
	Specialist						
Kamran Babayev	Shaper	Work on the database structure	I'm experienced in SQL and database designing	5.5	7.5	In the evening	Week 6
	Specialist						
	Coordinator						
Cuong Bui	Plant	Implement the front-end	I'm interested in designing the interface	5.5	7.5	In the evening	Week 2, 8
	Team Worker						
	Specialist						
Khanh Nguyen	Implementer	Designing the database	I'm interested and experienced in database management	5.5	7.5	In the evening	Week 4, 10
	Specialist						
	Coordinator						
Radu Mihai Murgu	Shaper	Work on the back-end	I'm interested in implementing and come up with functionalities	5.5	7.5	In the evening	Week 3, 9
	Plant						
	Monitor Evaluator						
Indigo Carelsz	Specialist	Work on back-end	I have experience in OOP languages such as Java	6	7.5	In the evening, except for Saturday	Week 7
	Plant						
	Complete Finisher						

Goals

The work team has agreed to work towards the following main objective

> *To plan, design, implement, test and delivery a web application for the company Earnit that include the features of letting students register their hours, allowing the employees to verify the hours and allowing companies to employ students in the time of 11 weeks*

The main objective can also be understood as the following specific objectives:

Sub goal	S (Specific) What	M (Measurable) Up to	Attainable How	Relevant Why	Time Bound When
1	To achieve a certain level of satisfaction of our client during as many reviews as possible.	For each new component, the satisfaction level should be at least 50%. For existing features, the level should not have decreased from the previous review.	Through the feedbacks during the presentation.	Make sure that we don't go off-track in development and get the priority right.	Between each review session.
2	To achieve to level of satisfaction between each member in the team.	During each sprint, each member should learn something new.	Through the ability to use and explain it.	To make sure that everyone profits from the project work.	Between each sprint.
3	To achieve the balanced workload within the team.	Contribution of each member after each sprint review.	Keep a good overview of the responsibility of each member.	To make sure that everyone equally contributes to the project	Between each sprint.

Behavioural rules

If the group encounters an internal problem that it cannot resolve in a negotiated manner, the group will go to this section to solve the problem through the following solution paths

Issue	Rule	After N times	breaking the rule, the team member affected…
Attending the meetings	All members should not exceed a number of absences. In case of an absence, it is advisable that the student should join the meeting online if they are not able to attend the meeting in person.	1	The member will get a warning.
		2	The member will get a second warning.
		3	The member will be reported to the supervisor.
Active participation	All members should contribute ideas to the team's project / be in charge of the project's component. All members must voice their opinions during meetings.	1	The member will get a warning.
		2	The member will get a second warning.
		3	The member will be reported to the supervisor.
Taking responsibility	All members should be aware of each members' duties and tasks for assignments and project work implementation, and also able to get the idea across all members so that they're fully understand what you're working on and to member's duties and tasks for assignments and project work implementation, and also able to get the idea across all members so that they fully understand what you're working on and to what which extent. All members should only work on what they were assigned to. If a member wishes to work on a different component, all other members should be aware of their choice to avoid possible conflicts.	1	The member will get a warning.
		2	The member will get a second warning.
		3	The member will be reported to the supervisor.
Delivering my work	All members should deliver their work at the end of a sprint. This work should be finished, but if it is unfinished, it should still be handed in for the rest of the group to inspect.	1	The member must explain why they did not manage to finish the task in time.
		2	The member will once again have to explain their lack of progress and the scrum master will check in on the member at a few random moments during the next sprint to see how it is coming along.
		3	The member will go into discussion with the scrum master to find different task(s) to work on that they will be able to finish.

DATA & INFORMATION MANAGEMENT
Academic year 2020/2021
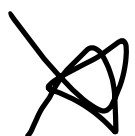
Powered by
Academic Skills team

COMMITMENTS

Each member of the team has expressed their agreement with this contract and each of their commitments and that is collected in the following table:

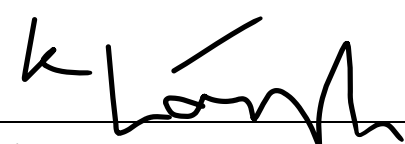|	COMMITMENTS	Team members signal					
		K.B.	H.	RM	C.B	H.N.K	I.C.
C1	As a team member, I promise to do my best for achieving the goal of the team and deliver things on time.	Yes	Yes	Yes	Yes	Yes	Yes
C2	As a team member, I promise to act responsibly with my work and maintain updated the Trello project board.	Yes	Yes	Yes	Yes	Yes	Yes
C3	As a team member, I am committed to being open to dialogue and constructive criticism.	Yes	Yes	Yes	Yes	Yes	Yes
C4	As a team member, I agree to act with integrity and not to commit fraud.	Yes	Yes	Yes	Yes	Yes	Yes
C5	As a team member, I am committed to acting as a team and helping my teammates whenever it is necessary.	Yes	Yes	Yes	Yes	Yes	Yes
C6	As a team member, I promise to be honest, sincere, and respectful with my teammates.	Yes	Yes	Yes	Yes	Yes	Yes
C7	As a team member, I am committed to focusing on the client's needs and wishes before my own.	Yes	Yes	Yes	Yes	Yes	Yes
C8	As a team member, I agree to always respect the role of leader and the agreements in this contract.	Yes	Yes	Yes	Yes	Yes	Yes
C9	As a team member, I declare that I have read, understood and accepted all aspects of this contract	Yes	Yes	Yes	Yes	Yes	Yes

IN FAITH OF WHICH, the Scrum master declare that all the team have read, agreed, and accepted all the conditions and commitments with the group written in this document that will be applied during module 4 Data & Information 2020/2021

TA

NAME: Aiman
 DATE: 16-5-2023

Scrum Master

NAME: Khanh Nguyen
 DATE: 16-5-2023