Team Charter

for Working Title Inc.

## 1. Team Purpose

## This team was created for the unit ICT207. To work as a team and to produce a game together is part of this unit. Our tasks are team organisation, project planning, game design, object oriented programming, code management, testing and documentation.

## The project is a major assessment and has to be submitted for assessment on the 1st November 2013.

## Our game is a puzzle game in which you must move obstacles out of your way in order to make it to the bomb at the end of the level before the timer runs out and the bomb explodes.

## 2. Members

## The following people are forming the team, Working Title Inc.:

## Raymond Forster, 30901315

## Jon Mace, 30617187

## Daniel Manganaro, 31110337

## Johanna Wald, 32272216

### 2.1. Skill Inventory

## Team members can identify for the others what they think they bring to the team in terms of the task and maintenance roles they can fulfil.

## You can also identify any skills or knowledge areas they would like to work on during the team process and to solicit the help of others

## The main task of each will be programming and documentation. Subtasks will later be named and assigned to someone. Since we have a team of only 4 members, we won’t have a team leader.

## Others (especially design-specific tasks), such as modelling are divided equally and should be done at the same part of each.

## Here, however, a brief overview of the preferences of the individual members:

|  |  |
| --- | --- |
| Raymond | Coding, Code Review, Bug Finding, Testing |
| Jon | Design, Coding, Artwork, Modelling |
| Daniel | Design, Documentation, Writing |
| Johanna | Coding, Design, Modelling, I hate writing! >:D |

### 2.2 Availability

### 2.2.1 ordinary

class (except ICT207)

work

other

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Sun | Mon | Tue | Wed | Thur | Fri | Sat |
| Raymond | not available | available after 17:00 | available before 12:00 and after 17:00 | 11:30-19:30 | available before 12:00 and after 17:00 | available before 12:00 and after 17:00 | available before 12:00 and after 17:00 |
| Jon |  |  |  | 11:30 - 1:30 |  |  | available before 17:00 |
| Daniel - Work Changes week to week |  |  |  | 9:30 - 3:30 | 10:30 - 11:30 |  |  |
| Johanna |  |  | 1230-430 | 930-130 |  |  |  |

### 2.2.2 exceptions

|  |  |
| --- | --- |
| Raymond |  |
| Jon |  |
| Daniel |  |
| Johanna | I’m off during study break 1 (Friday 23/08/2013 – Sunday 01/09/2013) and study break 2 (Sunday 29/09/2013 – Tuesday 08/10/2013) |

### 2.3 Contacting

|  |  |  |  |
| --- | --- | --- | --- |
|  | email | address | phone number |
| Raymond | rmforster79@gmail.com |  | 0403302403 |
| Jon | jon.mace@westnet.com.au |  | 0439518412 |
| Daniel | manganaro.daniel@gmail.com | 11 Ormond Road Attadale WA 6156 | 0430473190 |
| Johanna | jwald.mmt@fh-salzburg.ac.at | Murdoch University  Village North / 134/5  South Street  Murdoch WA 6150 | 0401334659 |

Comments about [preferences](http://www.dict.cc/englisch-deutsch/preferences.html):

|  |  |
| --- | --- |
| Raymond | All contact comes through my phone anyway, whether its email, Facebook, text or phone call. |
| Jon | Facebook preferred |
| Daniel | Any way of contact is fine. Best use phone if it’s urgent! |
| Johanna | email: Emails please just personally addressed otherwise I might overlook details or even the hole email.  Phone: If it’s important / urgent, call me. But I don’t like text-messages. Facebook: I’m also fine with personal messages via Facebook. |

**3. Collaboration**

### 3.1 Meetings

We have a meeting once a week. It’s always **after or before** the lecture?

I don’t have any class on Monday and Thursday. I think we should meet minimum once a week, just because it’s easier and more efficient. What do you guys think?

Meetings are held in the Library or after the lecture in the lab. If we meet in the Library everyone should bring a laptop, if possible.

Attendance is expected. If someone can’t come it has to be told to the other members minimum 2 days before the meeting.

Acceptable excuses are just emergency cases.

Every meeting begins with a short overview of the work we’ve done the week before and an explanation what has to be done till the next “meeting”, so everyone has to come prepared. Someone has to write a short protocol to record the decisions plus a todo-List for each. The protocols are stored in the drop box folder.

The meetings are held to remove ambiguity and to motivate the team members.

Notifications to inform that a milestone is finished can be done every time as well as important discussions.

### 3.2 invest in code reviews

Code reviews will take place during the tutorials as well as when commit and pushes are made to our git repo.

### 3.3 Individual Commitments

**Commitments that may impact on the group work** and how this impact is

to be reduced. Commitments would include other units being studied and

due dates for assignments.

|  |  |
| --- | --- |
| Raymond | Family commitments just mean my availability is limited to times provided. |
| Jon |  |
| Daniel |  |
| Johanna |  |

**3.2 Medium of Communication:**

The main medium of communication is the Facebook group [ICT207 Games Design and Programming](https://www.facebook.com/groups/414378122000680/). In case of urgent issues everyone can be contacted by phone.

**3.3. Decision making**

Any decisions that are made must be delivered in writing to the team so that they can all agree upon it.

**3.4 Causes of Conflict**

misunderstood communication (double check) / different motivation levels / division of work / different expectations about the game -> record everything, talk about problems / define milestones / due dates for everyone and the whole project / small parts of it -> see Preliminary Project Plan

**3.5 Conflict Resolution**

All problems will be kept within the group until that is no longer a solution and then we must go to the instructor

We are 4 people - if we have a conflict we can vote and do whatever the majority wants to do, if it’s 50:50 let’s flip a coin

**3.6 Team division**

If the **team** needs to be **split up**, due to irreconcilable differences or any other reason.

In such a situation, every team member will get everything that was team property until the point of the split. Duties have to be relocated.

4. Coding Standards

Your team will use - make reference to the "101 coding standards" available at the library site. What other quality control measures are you going to use? See the chapter on "Teams and Processes" in the book Introduction to Game Development.

It is important to be consistent with your coding style.

### 4.1 Variable names

Name classes, functions, and enums LikeThis; name variables likeThis; name private member variables m\_likeThis), camel text GameEntry. Try to avoid underscore (Game\_Entry).

### 4.2 Comments

All Comments must use doxygen standard.

**4.3 IDE**

Everyone should work with visual studio 2010 or newer with its highest compiler warning level.

**5. Agreement**

The master copy of the report will be controlled through Google docs so that everyone is able to edit it.

Team members of the Working Title Inc. participated in the preparation of this charter, understand its contents, approve the charter as their team’s charter and operating plan, and agree to be held mutually accountable for adherence to the charter. Evidence of agreement is reflected by each team member’s signature affixed below.

|  |  |
| --- | --- |
| Raymond Forster |  |
| Jon Mace |  |
| Daniel Manganaro |  |
| Johanna Wald |  |