Project 2 Team Contract - Austin Freel, Michael Handley, Johannes Norheim

Goals*:*

- The main goal for our team is to get an A on this project. To this end, we are all willing to devote a significant amount of time to the project, and to prioritize the required parts of the project (thereby ensuring that we meet all that is asked of us in the project statement) before we attempt to implement any additional features.
- Some potential obstacles may include a lack of time. This could occur if we underestimate the scale of the project, or discover close to the deadline that a critical part of our design fails or was misthought. We hope to avoid this by starting the heavy work on the project fairly early on, thinking a couple of steps ahead during implementation, and talking our design ideas out with TAs when possible.
- We will try to enhance the capabilities of our software if time allows for it and will therefore try to choose a flexible initial design which is ready for change. However, as already mentioned, despite the design allowing for additional features, our first priority is always to meet the requirements of the project.

Meeting Norms*:*

- We plan to meet on some weekday evenings when possible, and definitely on weekend days.
- We will use Google Hangout during the Thanksgiving break to coordinate work for the first milestone.
- In-class time will be the scheduled lecture time, and the 12pm recitation time. All team members will make these times.
- In-class time will be used to run big decisions by all members in the team. These 'big' decisions will be mainly structural ones; choices that will influence how the piece that a team member is working on will interface with other members' work. We will also use this time to update members on work in progress and devise future work to be done.
- Outside of class, we may want to meet every other day or so in the evenings to continue work. These meetings could last a couple of hours. Longer, more preempted weekend meetings will likely last several hours.

Work Norms*:*

- We anticipate it will take around 13-16 hours each week in order to complete the project.
- Work will be distributed largely according to how comfortable each team member is with the skills required for that piece of work. The work division will not be strict - members will look at others' work and possibly make some suggestions or independently develop better implementations - although it will mean that each team members is wholly responsible for completing their assigned work on time.
- We will record who is responsible for each task in a tasks.txt file held on our GitHub repo for this project.

- If an individual does not follow through on a commitment, then they will be reminded, asked why, encouraged to devote more time short-term to get it done as soon as possible, and possibly be assisted by the other team members in completing the task quickly.
- It is of paramount importance that team members do not hesitate to raise concerns about the project. This includes concerns regarding other members' work ethic or time dedicated to the project.
- If a concern is raised regarding another individual's work ethic, then team members will talk with that individual to try to find out why and see if the person can be made more motivated.

Decision Making:
- 100% consensus is not required for decision making. Team members have freedom to make choices as they wish on the work they are doing. As mentioned above, parts of their work which interfere with other people's work must however be approved by the relevant team members before implementation.
- If there is division then majority rules, even if one person is fixated on a certain idea. We believe that division to this extent is unlikely, however, as we will endeavour to communicate as clearly and effectively as possible to make our evidenced opinions known and convincing.

--Michael Handley, Austin Freel, Johannes Norheim.