**Team Charter**

**Team Number:** \_\_­3\_\_     **Team Name:** \_KAS - Capstone 2016 Winter\_

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| Name | Contact Information (e-mail, phone) |
| Kangryong | [chharam55@yahoo.com](mailto:chharam55@yahoo.com) 647 923 6059 |
| Alfredo Morgado | [alfredo.mor9ado@gmail.com](mailto:alfredo.mor9ado@gmail.com) 226 748 4976 |
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**Expectations**

In order for our group to operate efficiently and effectively, we agree to the following:

1. For each assignment team members will decide the specific roles.
2. We will meet every Thursday at 10:00.
3. Complete work assigned as per the due date agreed by the team.
4. Attend all group meetings prepared for the task on the agenda.  If a true emergency comes up, send a SMS e-mail the others group members prior to the meeting to let them know why I am not coming and how I will catch up.
5. Proofread all work before submitted to other group member and be on time with submissions.  All work should be times new roman font size 12, double-spaced.
6. Treat other group members with respect and handle all conflicts with tact and diplomacy.  Any conflicts are kept confidential within the team.
7. Discuss all work as a group and agree on recommendations before doing it.

We understand that the group policy as outlined by the instructor may be applied if I consistently fail to meet these expectations.

 Date:\_\_\_\_\_\_\_\_\_\_  Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date:\_\_\_\_\_\_\_\_\_\_  Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date:\_\_\_\_\_\_\_\_\_\_   Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_