



Perfect Parenting Company Contract

Software Name: Parenting Lessons

Project Lead

Andrea Cen

Email: andrea.cen@student.tdsb.on.ca

Project Member

Alexandria Yau

Email: alexandria.yau@student.tdsb.on.ca

Duties and Responsibilities

Project Lead	Project Member
<ol style="list-style-type: none">1. Organization2. Meeting deadlines3. Discussion of issues with the client (teacher)4. Task division and equal distribution of workload5. Contribution to the development of the project6. Verifying hours spent on work7. Clarifying/discussing8. Submission of:<ol style="list-style-type: none">a. Monday plansb. Testing/meeting logsc. Blog updated. Versions 1-4e. Final version: Java Doc + 1 jar file + all code files in a zip folderf. Final report (includes all members reflection of experience, meeting and testing logs)9. Project presentation and game demo to the class	<ol style="list-style-type: none">1. Completion of tasks as assigned in timely manner2. Completion of own weekly task report3. Java doc of own code and overall4. Software testing and testing report5. Submitting screen shots for plans6. Contributing to each submission by completing tasks as assigned by the project manager (a through e)7. Project presentation and game demo to the class

Projected Schedule and Due Dates [Software Plan]



Due Dates	Alexandria Yau	Andrea Cen	Both
Company contract writeup FINAL (Friday May 6)	<input checked="" type="checkbox"/> Separate responsibilities <input checked="" type="checkbox"/> Type out conditions	<input checked="" type="checkbox"/> Create logo <input checked="" type="checkbox"/> Pick topic	<input checked="" type="checkbox"/> Choose meeting dates <input checked="" type="checkbox"/> Sign
Research, Game Proposal and Storyboard FINAL (Friday May 13)	<input type="checkbox"/> Research <input type="checkbox"/> Storyboard/Game flow	<input type="checkbox"/> Game logistics (Specify what is happening in the game, audience, etc.)	<input type="checkbox"/> Read through what is on the doc before hand-in <input type="checkbox"/> Start keeping track of time used
Monday Plans (May 16, May 24, May 30, June 6)	<input type="checkbox"/> Enter meeting and testing logs <input type="checkbox"/> Enter blog entries	<input type="checkbox"/> Distribute responsibilities <input type="checkbox"/> Create blog	<input type="checkbox"/> Contribute comments to blogs <input type="checkbox"/> Write out blog body
Thursday Meetings (May 13, May 20, May 27, June 3, June 9)	<input type="checkbox"/> Call the project lead	<input type="checkbox"/> Organize a time for the meet	<input type="checkbox"/> Planning for the Monday meetings <input type="checkbox"/> Clarify what was done in the draft versions
Draft Program Versions (May 20, May 27, June 3)	<input type="checkbox"/> Share drafts to project lead	<input type="checkbox"/> Submit drafts	<input type="checkbox"/> Ensure javadoc code updates are present <input type="checkbox"/> Add to a doc what changes were made and in what version
Final software FINAL (Friday June 10)	<input type="checkbox"/> Try and break the game to check all errortraps	<input type="checkbox"/> Double-check with rubric that all is there <input type="checkbox"/> Submit	<input type="checkbox"/> Make note of whatever changes would make it nice



Improved final software FINAL (Tuesday June 14)	<input type="checkbox"/> Compare the final improved software to check the changes	<input type="checkbox"/> Submit	<input type="checkbox"/> Make any adjustments <input type="checkbox"/> Make note of changes made <input type="checkbox"/> Write reflections
Presentations READY BY (Thursday June 16)	<input type="checkbox"/> Format slides	<input type="checkbox"/> Put together slides and text	<input type="checkbox"/> Write scripts

Communication Protocols

- All communication will be either in class, during lunch, or through messaging applications
- The information will only be shared with our client and other software developers who may help
- Client and project members will communicate via email or in-person
 - Any updates given by the client must be presented to both members of the software development team

Meeting Guidelines

- All informal meetings between the team will be held via call or messaging systems
- Formal update meetings will be held every Thursday during after-school hours
- Meetings that require client approval will be organized by a project member
- Project members will log all the dates, times, and duration of meetings

Conflict Resolution Guidelines

- Any time-related conflicts must be managed between the members in two days and must be completed within one or two weeks extension
- Work that one project member cannot do can be traded with a task of another project member if all members agree
- For urgent responses, members will communicate by call or text through a messaging application
- If one member does not finish work on time, only their mark should be affected

Signatures



By signing this document, I, (print project lead's name) Andrea Cen, agree to the terms and conditions presented.

Signature  Date: 05/06/2022

By signing this document, I, (print project member's name) Alexandria Yau, agree to the terms and conditions presented.

Signature  Date: 05/06/2022