Team Info:

Development Roles:
Presentation - GUI, Media Assets, Content
Logic - Basic programming, navigation, scorekeeping
Network - Database schema, web services

Team Roles:
Evangelist - Team relations with clients and users
Secretary - Project documentation
Researcher - Data collection

Project/Team Name:
Wolfie Run

Team Member Name, Roles, & E-Mail:
1. **Dasom Park / dasom.park@stonybrook.edu / Researcher / Logic**
2. **Angela Bair / angela.bair@stonybrook.edu / Evangelist / Presentation**
3. **Allen Lin / allen.lin@stonybrook.edu / Secretary / Network**

Team Structure:

1. Leadership structure (individual, individual with rotating leadership, shared):
Shared leadership

2. Decision-making policy (by consensus? by majority vote?):
Consensus if possible. Majority vote for unresolved issues.

3. Method for updating documentation and uploading deliverables?
GitHub and Google Docs

4. Day, time, and place for regular weekly team meetings:
Every Monday 7PM @ SBS 6th Floor/Computer Science Bldg 2205

Team Procedures:

1. Method for setting and following meeting agendas (Who will set each agenda? When? How will team members be notified/reminded? Who will be responsible for the team following the agenda during a team meeting?):
The group is communicating via GroupMe app. We will discuss the project through GroupMe and in-class when there is time. When we have our weekly meetings, we will set (1-3) agendas to be completed that week. We will maintain contact via GroupMe and each take responsibility for following through with the agenda.

Team Participation:

1. Strategies to ensure cooperation and equal distribution of tasks:
Weekly meetings to distribute the work. Each member has an equal say. It is up to them to speak up if they feel there is inequality in task distribution.

2. Strategies for keeping on task (task maintenance):
We will set up a calendar with specific dates that we expect to complete each task.

Personal Accountability:

1. Expected individual attendance, punctuality, and participation at all team meetings:
Meetings start at 7PM on the dot. If a member cannot make it to the meeting, they are expected to give a three hour notice. (by 4PM after our CSE 323 class ends).

2. Expected level of responsibility for fulfilling team assignments, timelines, and deadlines:
Each member is expected to pull their own weight and complete their portion of the work. If they are unable to, they are expected to reach out for help from other team members. In return, the other team members are expected to help out others when asked. There is a limit to how much help is expected. (Do not expect your teammates to carry you throughout the project.)