

Names/netids: Annie Zhang (zz229), Oren Michaely (om72), Rachel Liu (rl544)

We agree to the following policies for our team. Once agreed to, these policies cannot be changed for the duration of the project.

Team roles. Any specific roles within the group, their responsibilities, and how those roles will be assigned or rotated.

Rachel will be more responsible for the design aspect and Annie and Oren will be slightly more responsible for the coding aspects.

Decision making. For example: consensus, majority vote, or team captain.
Majority vote.

Communication. Methods of communication, and expectations for response times.
Facebook Messenger! Code sharing on github. Respond within 24 hours.

Meeting times. When and where you will meet, expectations for attendance.
Meet on weekday afternoons when necessary. Will find meeting times that work for all of us.

Balance of responsibilities. Procedures for ensuring that everyone contributes.
We will check in every three days with each other to keep each other on track and up to date.

Conflict Resolution. What we will do when we identify problems, and how we will resolve them.
Talk things out, identify issues when we see them.

Availability. When each member will not be available for any reason (coursework, travel, social events, etc), and how you will work around these absences.
We will all be gone for spring break, so we will try to work ahead the week before.

Signatures:



TA Witness Signature:

