

Team Contract (anshb2, rajkp2, pranavs6)

Group:

- Ansh Bhalla
- Raj Pulugurtha
- Pranav Srinivasan

Team Meetings

The members of the team will meet once every two days to update each other about their individual work and discuss parts of the project that are left to be completed. Each meeting will last around an hour on days to simply discuss the project. This timing may extend towards the end of the project to combine everyone's work together into a functional project. We plan to use Zoom to have our meetings and we will write notes about our progress on a shared Google Document in case any of us misses any information.

Assistance

Each teammate will have the phone number and email in case we need an opinion or some type of help on the project. Each teammate should be expected to respond within 8 hours due to people's class times and work for other classes, as well as to account for time zone differences.

Respect

During the Zoom discussions that are held, we will let each person speak and provide updates on their progress since our last meeting. After the person is done speaking, the other teammates can ask any questions or provide any constructive criticism they have in a respectful manner. This will allow everyone to speak and say what they want. In addition, this will avoid any possible interruptions while someone is speaking.

Work Distribution

We plan to split the work up between everybody equally and based on their desires. We will look over the algorithms together when deciding as this is a part of the project all of us should have knowledge about. We will split the project by splitting up the project into separate parts so that we can combine our code together to make the project functional. If any complications arise within one's individual part of the project, it can be discussed during the team meetings and can be worked on at that time so there are more ideas on how to solve the problem.

Time Commitment

Each group member will be expected to work on the project for around 1 hour a day including the time spent for our meetings. This way, each group member will be able to spend a good amount of time working on the project and will not be too cramped on one single day. If any time conflicts arise, the group member will simply have to indicate to the members that they are busy at that time. This will allow the rest of the teammates to be aware of the group member's daily schedule and conflicts.

Conflict Resolution

As a group, we will all hold each other accountable in order to successfully complete the tasks for the project. However, at the same time, as a group, we understand that last minute emergencies come up that may prevent a group member from attending established meetings and meeting group-made deadlines. Thus, as a group, we have decided that one unexcused absence from a meeting or one missed deadline is allowed in the case of emergencies. However, upon a second infraction, the other two members will confront the third member and discuss the situation with them. Upon a third infraction, a course staff member will be contacted. In the case that two group members are late to meetings/absent from meetings/late on deadlines multiple times, the third group member will report the infraction to a course staff member upon a second infraction. For disagreements among group members, all decisions will be put to a majority vote if a compromise is unable to be reached.

Signature

_____ **Ansh Bhalla** _____ (Name)

_____ **anshb2** _____ (netID)