Team Expectations Agreement

- **Must communicate often**

- methods of communication
  - WeChat Group Chat and Zoom
- communication response times
  - In one day
- meeting attendance
  - Every Wednsday, 11-12am is a must
  - Any other schedule time if needed
- running meetings
  - prepare in person, could be zoom
  - everyone must be there
- meeting preparation
  - preparation is needed
    - report of what's done and what are the challengings
    - view of the future
- version control
  - not to commit
    - .env
    - package-lock.json
    - node_modules
    - .env
    - .vscode
  - what to commit
    - what ever work you have to the feature branchs
  - content of log messages
    - What stage are you at?
    - What have you done?
- division of work
  - divide work by different tasks
- submitting assignments
  - submit whenever a task is finished
- contingency planning
  - if a member drop out, rest of us will accomondate for that loss
    - either we do more work or we drop a few features

- if a member keeps missing meetings we will report to instructor
- if a team member is academically dishonest we report to instructors and kick he/she out

Signitures

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