

Working Agreement

- Team members will meet twice a week, 2 hours in the lab and 1 hour per week, which will take place each Wednesday at 12 pm until 1 pm.
- Team members are expected to commit 2 hours per week to work on this assignment outside of group meetings.
- During meetings in v103 the team will discuss work that needs to be completed and work that has been completed.
- If an individual cannot attend a weekly meeting or lab, they are expected to inform other members of the team in advance, this will be done through our WhatsApp group.
- Everyone is expected to attend all meetings on time and participate and engage fully with the work and other team members in order to produce the best work possible.
- Work will be shared evenly within the group and if an individual is struggling with a certain topic, they should consult the rest of the team who will then be expected to help with this topic.
- Team members should respect estimates and aim to complete work accordingly.
- The team will aim to fix bugs/ fires during the sprints as soon as possible so that they can move forward with the application.
- Unit testing will be used by the group throughout the development to test short program fragments.
- Functional testing will be used to test the system against the original requirements.
- Performance testing will be used to test each feature under development.
- The availability of the product owner is between 9am and 9pm, contactable through the WhatsApp group chat.
- Team members are expected to help each other when necessary, apply themselves to the groupwork and engage with other members. A high level of punctuality is expected of each member.
- Team members are expected to act in a respectful and professional manor towards the assignment and other group members.
- In the case that a team member is consistently not turning up to meetings and/or not turning in work on time, other group members will have a discussion and consult the team member who is not trying. If there is no change in behavior, the group will inform the lecturer of this behavior.
- The capacity plan for the initial sprints is 5 hours per week to be committed to the development of the product per member amounting to a total of 25 hours per week spent developing the product.

