



ENGG 160 - Intro. To Engineering Design

Team Charter – Trebuchet E2_13

1 Document Change Control

Table 1 Document Revision Record

Revision #	Date of Issue	Authors	Brief Description of Change
1.0	2025-01-23	Chad Bates Jayden Rose Jet Cheng Bao Nguyen Samikshaa Naik	Initial Release

2 Team Organization

2.1 Team Members

Chad Bates Jayden Rose
Jet Cheng Bao Nguyen
Samikshaa Naik

2.2 Team Vision/Purpose

Our goal is to design a trebuchet according to the constraints posted on Canvas. This will be done by assessing the posted constraints, researching the device, designing the device via the engineering design process, and eventually present a viable solution according to the stated requirements.



ENGG 160 - Intro. To Engineering Design

Team Charter — Trebuchet E2_13

Table 2 Team members' skills and roles

Name	Skills I have	Skills I want to develop or improve	Team role (optional)
Jet Cheng	Critical thinking, Drawing	Teamwork and solving problems	The plan is to rotate roles.
Bao Nguyen	CAD (Inventor/Fusion 360)	Teamwork and problem solving	
Samikshaa Naik	Planning	Teamwork and problem-solving	
Chad Bates	Listening, teamwork, leadership	Time management	
Jayden Rose	problem solving, construction	Teamwork and time management	

3 Team Processes

Guiding Principles and Norms

3.1 Communication

Our primary method of communication is using an Instagram group chat. The general expected response time is as soon as possible, but the maximum time should be within a day.

3.2 Decision-Making

During brainstorming periods we will allow every member of the group to be heard and take turns sharing thoughts and ideas. We will encourage each other to share their input to ensure that all members of the group are heard. By acknowledging everyone's ideas before making a decision, we will guarantee that every member's perspective is honoured, before coming to a final decision.



ENGG 160 - Intro. To Engineering Design

Team Charter — Trebuchet E2_13

3.3 Conflict Resolution

We will address conflicts as they arise and not let them marinate and develop into a larger problem later on. This may include talking it through, explaining misunderstandings, or asking for advice from other group members. We will always attempt to come to a consensus or compromise, and if we cannot reach one, we will contact our TA accordingly.

3.4 Commitments

We will divide the work amongst ourselves to ensure that everyone in the group has a specific assignment to complete at any given time that they are responsible for. We will encourage each other to complete our tasks by holding each other accountable. This will be done by asking everyone to give updates on their assigned task.

3.5 Diversity

We will accommodate working styles by giving everyone a chance to communicate their thoughts and be able to provide feedback. To make sure everyone has a chance to express their ideas, we will take all perspectives from everyone into account.

3.6 Other

Should there be any kind of issue with commitments (say, someone cannot make it to a meeting), they will notify the team via the communication methods mentioned above.



ENGG 160 - Intro. To Engineering Design

Team Charter — Trebuchet E2_13

Signatures

Member 1: Chad Bates Date: January 22, 2025

Member 2 Bao Nguyen Date: January 22nd, 2025

Member 3: Jet Cheng Date: January 22nd, 2025

Member 4 Samikshaa Naik Date: January 22, 2025

A handwritten signature in black ink, appearing to read "Jayden rose".

Member 5 Jayden rose: January 22nd, 2025

____ Date:



ENGG 160 - Intro. To Engineering Design

Team Charter – Trebuchet E2_13

Team charter marking rubric

	Does not meet expectations 1	Meets expectations 2	Exceeds expectations 3	Mark
Quality of Responses	Inadequate detail provided throughout. Charter cannot be used as-is to respond meaningfully to potential group conflicts.	Sufficient detail provided throughout. Charter will serve as a good resource for the group but could be more specific in some areas.	In-depth detail provided throughout. Charter will serve as an excellent resource to address potential group conflict.	
Required Components	Response is missing/does not address required components indicated in the instructions.	Response includes all components and meets the requirements indicated in the instructions.	Response includes and exceeds the requirements indicated in the instructions.	
Writing	Unclear organization. Many grammatical, spelling, or punctuation errors.	Organization supports purpose. Well-constructed paragraphs. Almost no grammatical, spelling, or punctuation errors.	Organization fully and imaginatively supports purpose. Well-constructed paragraphs and subheadings. No grammatical, spelling or punctuation errors.	
TOTAL				/9