**Group 2: Team Agreement Project Code Name: GameBuzz**

**Date: August 2, 2016**

**Code of Conduct:** As a project team, we will:

* Always always be punctual and present to meetings and labs.
* Team members should work enthusiastically.
* Be attentive to meetings.
* Forecasting potential problems or issues and working to overcome them.
* Keep other members updated and informed about the project’s progress.
* Communicate and collaborate effectively in a timely manner.
* Respect each other’s decision.
* Motivate and encourage each other.

**Participation:** We will:

* All members must attend team meetings.
* Active participation.
* Contribution of all members should be equal and is of good standards.
* No plagiarism is allowed and use proper referencing.
* Equal distribution when it comes to work load.
* Always update the group project board on Trello if there are any changes made to the project.

**Communication:** We will:

* Keep an open environment to foster communication and allow ideas to flow.
* Be polite all the time.
* Include everyone when sharing ideas and solving problems.
* Be sincere towards the group members.
* Be respectful to each other.

**Problem Solving:** We will:

* During a conflict, the Project Manager should stand in.
* Every group member should be able to accept constructive criticism.
* Compromise with each other.
* Consider all team member’s ideas and thoughts.
* Voting system: Decisions will be made through the majority of the votes.

**Meeting Guidelines:** We will:

* Follow the plan made by the team.
* Keep straight to the point and avoid getting side tracked.
* Always meet on the specified date and time agreed by the team.
* Objectives of the meeting must be met.

**Project Team Members Names, Roles and Sign-off:**

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| --- | --- | --- |
| **Name** | **Team Role** | **Sign-off on Team Contract** |
| **John Baroro** | **Product Owner** |  |
| **Bonaliza Garcia** | **Team Coordinator** |  |
| **Kimberley Capati** | **Scrum Master** |  |
| **Joni Pablo** | **Website Designer** |  |