

Team Contract

Expected level of achievement and effort for each team member

We would like to have a final project that works well and that we can be proud of. We would all also like to do well on the project. We understand that based solely of time the scope of the project needs to be limited so that we can have a few really good features rather than a bunch of half baked features. We all have projects for many classes near the end of the semester so in order to achieve a nice final project for this class we are going to try to set goals to get the bulk of the work done earlier. We plan to set early deadlines for group meetings and set milestones along the way on Github.

Personal goals for each team member

We all have similar goals of wanting to have a productive team experience and to learn something from our project. We're hoping this project will tie together everything we've learned in the class. We've all had both good and bad group experiences in the past and we're hoping that we can all work together in an efficient and productive manner. We're also hoping that we can complete all of our work on time without being too sleep deprived!

Frequency, length and location of team meetings

We plan to have pretty frequent (more than once a week) team meetings while in the design phase of the project since most of the large scope decisions are made in this stage and since there is the most room for debate in this stage. After the design phase we still plan to meet at least once a week. Each meeting will have both a start and end time defined before the meeting based off of how much we feel we have to discuss. In each meeting we will also define what we want each person to do by the next meeting so that we make consistent progress and meet sub-deadlines before the final deadline arrives. We've all agree that late meetings are fine as long as they are all done by 3 a.m. and we are all fine meeting somewhere central on campus (such as the student center or a classroom).

How quality of work will be maintained

We are going to try to have at least two members of the team look over all pieces of code (so the person who wrote it and one other person). If we feel particularly hesitant about something in our code we plan to mark it in our commit message so that someone can specifically look at the pieces of code we are unsure of. All of us have slightly different experience with web programming so we feel that we have enough expertise in most of the areas to be able to judge quality of work.

How tasks will be assigned, and what to do if deadlines are missed

We plan to assign specific sections and goals to each person at every team meeting that should be done either by the next meeting or by some agreed upon time in between the meetings.

We've all agreed that if something comes up and a group member thinks they won't be able to finish something they've been assigned that they should let the group know sooner rather than later. We all understand that sometimes things come up but that advanced warning is always appreciated so that there isn't as much scrambling to get things done at the last minute. If someone is consistently missing deadlines then we'll have to discuss it in a group meeting.

How decisions will be made and disagreements resolved

For big decisions that affect others we've agreed that we should talk to other group members either in a meeting or over email/chat. For little decisions that affect only your section we've agreed that we should all be able to just make those decisions on the fly. For decisions that aren't big but we're not sure about we've decided you can make a decision on your own but maybe mark it in a commit or bring it up in a group meeting later. We've decided that email is going to be an important mode of communication for our group, so check your email!