*1) Goals*: Research further existing marketing regulations on telecom companies, specifically 3G, 4G, and WiMax.

*2)Communication plan*: We plan on collaborating via emails, texting, conference calls, video conferences as well as meeting in a physical location.

*3) Work plan (including activities, deadline):* We plan on meeting up every week on Thursday at 8pm and Fridays at 4pm. And if someone cannot make a specific time, just communicate that at least 48hrs in advance. We’ll determine deadlines for each deliverable of the project based on due dates of the teacher as well as when we feel we should be complete by.

*4) Decision-making procedures*: If there is a discrepancy between what were deciding, we will vote and in there case there is a tie we will ask our TA for advisory.

*5) Enforcement mechanisms*: In the case that someone is late more than 15 minutes, don’t show up. You will still be responsible for what was discussed during the meeting as well as action items.

*You might also need to divide team members into at least the following roles: 1) assistant moderators; 2) librarians; 3) summarizers. A member will be expected to submit the charter (PowerPoint slides)*

Because we are meeting every week, there will be no need to divide the team into different roles. We are all equal and will work to optimize everyone’s learning experience. We will delegate roles based on the assignment and what each group member is interested in fulfilling.