

## **Team Charter**

### **Team Purpose:**

The team aims to become familiar with the concept of prediction churn and want to begin creating publicly available packages that help users reduce prediction churn on their model updates and retrainings.

### **Time Commitment:**

It varies, for time being 12 hours a week.

### **Members:**

- Dauren
- Himangshu
- Satvik
- Tigran

### **Team Culture:**

- Hangouts (chill times together)
  - Once every two weeks
- Punctuality
  - Don't be late
- How much notice before team meetings
  - Eventually we might have a weekly schedule
  - 2 days
- Attendance of team meetings
  - Not everyone is needed if everyone is not needed

### **Communication:**

- Whatsapp
- Calls: SK,HB: 24/7 (mostly), DB, TH: (not when sleep)

### **Accountability:**

If we agree on anything, we vow to produce it, but if there are any roadblocks, we debate them as a team before the deadline (prior 3 days). We work within the stipulated time. We need to start tackling tasks as soon as possible and notify team members as soon as possible if we run into problems or anticipate deviations from the agreed timelines to enable other team members to come in for help without disrupting their deadlines or workload.

The team has already established the deadlines for this semester, however they may change as the semester progresses.

### **Meeting Expectations:**

We meet with the client bi-weekly via zoom and send them weekly updates through email.

In terms of team meetings, we meet bi-weekly to discuss progress, whether any changes are required, and whether there are any roadblocks to overcome.

**Formal Commitment:**

*Satvik Kishore*

*Tigran*

*HImangshu RAJ*

*Dauren Bizhanov*