Ketchup Clinic Team Contract

This document serves a contract for the team to ensure the members of Ketchup Clinic contribute equally and the team delivers on its goals.

I.   Overall Project Goals

Our project goal is to build a platform that creates an optimal oral drug (pills) schedule for those that have been recently diagnosed with Type 2 Diabetes. This is a chronic illness and involves substantial life changes that can be overwhelming. Through our platform we hope to educate patients on their oral meds and their side-effects, and create a drug schedule that will integrate into their existing eating, sleeping, and exercising habits.

II. Expected level of Achievement & Effort for Each Team Member

The three of us all want to receive in A in the course, tackle a difficult problem, and build something that could potentially help people.

As we work on the project, we will be creating separations of concerns, separate modules. We will attempt to measure each module based on its toughness to implement and try to divide them up between each team member to ensure work equality. Each module will need to be designed, implemented, and tested by their respective owners, ensuring each team member has work on every aspect of the class for the project.

III. Growth goals for each team member

Member	Goal
Prateek Kukreja	Improve in API design and data modeling.
Chris Madrigal	Have more experience in the world of reactive programming.
Bernard Snowden	Improve in frontend design, prototyping and schema design.

IV. Frequency, length and location of team meetings

We have scheduled two recurring meetings a week. Each meeting will begin with a stand-up meeting before diving into project work. Here are the details for each meeting:

Title	Meeting Goal	Day	Time	Location
Team Sync	Gather as a team to go over issues, plan for the week, and ensure there are no impediments.	Tuesday	8:00 PM - 9:30 PM	Stata 4th Floor
Team Working Meeting	Time period where the team works on development in the same area at the same time. This will help ensure progress is made and engage in pair programming if needed.	Thursday	6:30 PM - 8:30 PM	Stata 4th Floor

V. How quality of work will be maintained

We will spend time during the Tuesday meeting to test the most recent build and do code reviews.

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

We will work in Agile Development Cycles. We will assign tasks for a week long sprint once a week after a stand-up meeting. If deadlines are missed, which in general would mean they were not done by the start of the next stand up, then we will gauge how much more time the task owner needs and potentially assign a second person to work with them, or move the task to someone else, or figure out a way to remove it if it proves to be too problematic.

VII. How decisions will be made and disagreements resolved

We decisions will be made and disputed during meetings. When disagreements arise, everyone will be involved and make a majority ruling on how the decision will be made in the end.

Team Member Code of Conduct:

1. Members arrive to meetings on time and ready to work. If something arises, they show the courtesy of informing the team and making up the work.

2. Members are kind and respectful to teammates.

3. Members respond to questions and inquiries within 24 hours.