

CSC106

Group Norms and Team Contract

Group Member Names: Jaymond Lei and Qiang Dong

The objective of this activity is for your group to decide upon group norms and craft a team contract. Your entire group should come to a consensus about these items.

Submit the link to this document as part of your quiz for today. Also share the link with everyone in your group.

Note that part of your final project grade will be the effort you put into your project.

Decisions (How will they be made? Majority, consensus, other?)

We will make decisions based on consensus and negotiation.

Attendance (What are your expectations for the frequency and type of attendance for work outside of class/lab time?; What are legitimate reasons for missing? What do missing members have to do to make up for missed meetings)

We will communicate through

Assignments (How will assignments be made? How will the group deal with members who do not complete (or poorly complete assignments?)

The assignment will be made with both group members. The credit will be given based on the percentage of assignments being done by each member.

Participation (How will you communicate and share information; How will you ensure full participation of everyone? How will you honor member strengths and interests)?

We will be communicating both through social media and in-person. We can ensure full participation based on the completion of the assignment.

Meeting Times and Locations/Mediums (How will you decide on locations and times that suit all members)?

We will decide our meeting time and location based on our schedule.

Agenda and SCRUM Meeting Notes (Who will take them and in what format will they be shared?)

We will take them together, and will be in the format of google sheet.

Promptness (What do you expect and how will you handle lateness?)

I believe there will not be any lateness.

Conversational Courtesies (How will the team encourage and reinforce active listening, sharing of the airtime, tangents, respectful dialogue, etc)

We will respect every idea that each one of us has.

Enforcement/ Feedback (How will the team enforce its own rules? How do individuals prefer to give and receive feedback?)

We will decide ourselves first, and see what works best for us.

You may add additional norms here.