

CPSC 4150 Final Project Team Contract

Team Name: Wildcats Team Number: 4

Team Members: Casey Hird, Michael Cole

Team Contract:

- Contact Information
 - Casey Hird: crhird@clermson.edu, 864-208-4330
 - Michael Cole: mgcole@clermson.edu, 843-693-6384
- Expectations
 - It is expected that all team members will attend all scheduled meetings, or else notify other members of their absence in advance. Additionally, all team members are expected to contribute to the project in ways that will be agreed upon at these weekly meetings.
 - Any grievances team members may have against one another are expected to be communicated as outlined in the "Communication" section below.
 - All team members are expected to respond to project-related communications in a timely manner (within 24 hours), and to treat all other members respectfully.
 - If a team member has issues with the conduct of another team member after repeated offenses, action can be taken up with TA Josh or Prof Plaue.
- Roles
 - Casey will be expected to work with UI design, and any necessary components of algorithm and/or database design.
 - Michael will be expected to work with the project layout, design of the controller in MVC layout, and any other necessary programming work.
 - All team members will be expected to help with any other necessary tasks.
- Communication
 - Official communications will take place using Microsoft Teams. This Teams channel will be used for communication about design and technical issues relating to building the project. We will also use text messages to communicate about meetings and updates on the progress of the project. Meetings will take place weekly via Zoom (or in person) to discuss progress on the project and assign tasks as they arise. Finally, we will use github to share and save the code for the project.
- Meetings
 - Meetings will be held weekly on Wednesdays 1-2 PM via Zoom. If additional meetings need to be scheduled, or if a scheduled meeting needs to be modified, communication will take place over text message and/or email.
- Decision Making
 - Conflict Resolution
 - In the event of disagreement about design, other project choices, the choices will be debated by team members at the team meeting following the disagreement.
 - In the case of a disagreement that cannot be resolved internally, team members will unanimously agree on a third party (preferably a student in

CPSC 4150) to whom the matter will be given. This person's decision will be final. If no third party can be agreed upon, the matter will be given to Dr. Plaue.

- Expectations
 - In the event that a team member feels the other member is not meeting expectations, the former must notify the latter of this (and provide reasons) by email or text message. At the weekly meeting following this notification, the two parties will discuss changes that must be made to meet expectations. At the next weekly meeting, members will discuss whether expectations are now being met. Once two weekly meetings have passed after the team member initially raised concerns, the aggrieved member may pursue termination.
- Termination
 - A team member may pursue termination after completing the notification process outlined in the "Expectations" section above or by the process given the "Flat Tire Rule" section below.
 - A team member may also pursue immediate termination if they have an extreme grievance against another member--the validity of this grievance will be determined by Dr. Plaue.
 - In the event of termination, one team member will keep the existing project and continue it alone. The other team members will be allowed to use all materials created by the team that are not being used in the final design (e.g. a pitch or design layout that has been discarded), and will then proceed with a separate project. Each of these new projects will be graded separately.
 - In order to pursue termination, a team member must email Dr. Plaue with the request and reasons for termination. The team member that has requested termination must then comply with any request from Dr. Plaue for additional information regarding the decision to terminate. Dr. Plaue will then decide which party will be allowed to keep the current project, and which materials can be retained by the other party. Once Dr. Plaue has made this decision, the party that requested termination may choose to cancel or continue with the termination.
- "Flat Tire Rule"
 - If a team member experiences an unexpected life event that prevents them temporarily from participating in the project, for a period of two weeks or less, he must notify the other member of this issue before the next scheduled meeting.
 - If an event is expected to prevent a team member from participating in the project for a period greater than two weeks, the other member may choose to request termination.
- Signatures
 - Casey Hird
 - Michael Cole