

Team A-4

AJ Miller

Thomas Curci

Chelky Lin

Shuler Cotton

CPSC 4140

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Project Overview

Our project will be addressing the domain of “be a more efficient you” to identify and alleviate a common daily hassle that wastes time and reduces efficiency. We are interested in this domain because we think there are many common daily problems and difficulties that can be easily avoided or eliminated through the application of positive human-computer interactions. Being a more efficient person allows for less stress from unnecessary challenges, opens more free time in your schedule, and allows for a greater amount of energy and thought to go towards what you find more important. Trivial tasks such as identifying the best parking lot on campus to check on the way to class or work, the optimal route from one location to another, and finding a location to study that meets the environmental needs you have.

Contact Information

Name	Email	Phone No.	Preferred Method
AJ Miller	ajm4@g.clemson.edu	(803) 412-5410	GroupMe, Text, Email
Thomas Curci	tcurci@g.clemson.edu	(201) 637-6150	GroupMe, Text
Chelky Lin	chelkyl@g.clemson.edu	(843) 818-8515	GroupMe, Text, Email
Shuler Cotton	wcotton@clemson.edu	(843) 860-8453	Email, Text

Expectations

Tasks will be assigned at meetings. Timelines for those tasks will be set and responsibility for its completion will be assigned to one team member. Please complete assigned tasks as in accordance with the assigned timelines. If a milestone date is quickly approaching, please ensure that you are doing everything in your power to complete your tasks so as to benefit the team reaching its deadline. All the while, quality of the work should not suffer. If work is not completed to the qualifications of the group, the group will address this in meetings, so as to increase feedback and seek improvement.

Roles

Scribe: Shuler Cotton

Leaders of...

Design: Thomas

Data: Shuler

Technology/Hardware: AJ

Development: Chelky

Communication

Our group will communicate via the following mediums:

- Weekly meetings
- GroupMe/Text
- Email
- Canvas Group

Group members will be required to be actively engaged in group communication by responding to any immediate issues or requests. Group members should at the very least respond, if necessary, the day of an issue or request.

Meeting Information

Day of the week: Monday

Time: 5:00 PM

Location: Room 109 in the Library

Protocol for scheduling additional meetings:

The group will communicate via GroupMe as well as during the regularly scheduled meetings as to if an additional group meeting for the week needs to be held.

Alternative Time:

Day of the week: Tuesday

Time: 4:00 PM

Location: McAdams Hall Room TBD

Decision Procedures

Any group decision will be made on a $\frac{3}{4}$ majority of the group. In the event that a member is removed from the team, the decisions will still be made by a majority vote of the other members.

Conflict Resolution Procedures

Notifying team member of issues:

Notification of issues should always happen in person. If something is urgent and has to be communicated remotely, please emphasize the problem and not the person. In order to resolve conflict we will, at the beginning of the weekly meeting:

- 1) Acknowledge the existence of conflict
- 2) Look for common ground
- 3) Consider all points of view
- 4) Develop a plan of action that will detail what each member will do to resolve the problem
- 5) Emphasize the common goal: complete project requirements in order to please Dr. Plaue

Reporting issues to Dr. Plaue:

When necessary, the group or a group member will, at their own discretion, contact Dr. Plaue to report an issue. This report will include any discussions from previous meetings regarding the conflict.

Termination of a team member:

The team will have a three strike policy. All strikes will be given ONLY at in-person meetings. All other members must agree that the team member in question deserves a strike in order for the strike to be given. Strikes will be recorded in the weekly notes that are taken at meetings. Once the member in question receives three strikes, an elected member from the rest of the team will contact Dr. Plaue in order to move forward with the termination.

Consequences of Termination

The terminated team member will be assigned work jointly by both the team and Dr. Plaue at the discretion of Dr. Plaue. The work will encompass similar activities as to what would have been completed had the team member not been terminated.

Penalties

The terminated team member will continue with the files and work that they have in their immediate possession and may continue working on the same project idea. However, the terminated team member should not expect feedback, input, or help from the other team members regarding the projects. The other team members will be expected to complete the same amount of work the team would have before the termination but with fewer members. Both parties will receive three points off the project's final grade.

"Flat Tire Rule"

Please notify all team members via email and GroupMe as soon as you are able if an issue arises. Please clearly communicate what work you will not need to be able to complete as well as an estimation of how long that work takes to be completed. If you are not comfortable sharing as to why it cannot be completed, please share with Dr. Plaue, and he will meet with the rest of the group if necessary.

Signatures



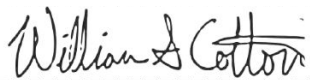
AJ Miller



Thomas Curci



Chelky Lin



Shuler Cotton