

# Collaboration Contract

Course: GPS

## Members

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## Client

Name: Fontys IT-Dienst  
Contact: xxxxxxx

## Preface

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# Agreements

## Presence

1. All members ought to be present at predefined time for all meetings.
2. If a member is going to be absent or late, they will inform the group via Discord before the time of the meeting.
3. If someone is not present for a meeting they will be reached out to via WhatsApp for an elaboration.
4. If a member arrives 15 minutes after the designated meeting time they are considered late. If they are late two times they need to bring some sweets or snacks next class.
5. If a member is absent without a good reason, they will buy one big Domino's pizza for the next meeting.

## Feedback

1. All the feedback gathered from the teacher or the client will be documented and shared with the group.
2. Meeting minutes should be distributed to all members latest one working day from when the meeting took place.

## Attitude

1. Make sure everyone is able to contribute
  - more talkative people: show a little restraint
  - quieter people: your contributions are very welcome
2. Respect each others' opinions even / especially if you don't agree with them
3. Participate!
4. Confidentiality - some things shouldn't be repeated outside of this meeting.
5. Be conscious of time - help stick to it, or negotiate for more
6. Mobile phones on silent to minimize disruptions
7. Regular breaks

## Performance

1. Underperformance of members will be discussed within the remaining group members
2. They will be informed by the rest of the team and their performance will be examined for the next two weeks
3. In the case of still not performing to the groups or their own standards the issue will be escalated to our group mentor Jeroen van der Heuvel

## Submissions and work integration

1. For keeping up with available tasks and tasks that have been assigned to/ done by a certain person we have employed the use of Trello
2. For integrating code and working together on the project we will employ the use of Git
3. For documentation collaboration and storage OneDrive will be used

## Coding standards for Java

1. Components names are written based on their purpose.
2. Class names should be nouns starting with an uppercase letter. If the class name is made up of two or more words than every inner word should start with a capital letter as well. Eg: Animal, String, etc.
3. Method names should be verbs or verb noun combinations starting with a lowercase letter. If the method name is made up of two or more words than every inner word should start with a capital letter as well. Eg: talk, openVault, etc.
4. Variable names should be nouns starting with a lowercase letter. If the variable name is made up of two or more words than every inner word should start with a capital letter as well. Eg: name, type, etc.
5. Constant names should be nouns containing all uppercase letters. If the constant contains multiple word than words are separated with ( \_ ) underscore symbol. Eg: PI, SALES\_TAX, etc.
6. Getter Methods should be public and prefixed with "get". They shouldn't take any arguments. getName, getID, etc.
7. Setter Methods should be public with return type "void" and should be prefixed with "set". They should take some argument. setName, setAddress, etc.

## DoD

1. User story is functional
2. Acceptance criteria are met
3. User story is unit tested, and we decide with the group if the amount of unit tests are sufficient
4. Code is reviewed by others
5. Feature branch can be merged onto the main branch
6. Code is deployed to Azure

*Read and agreed by:*

*Timofey Popov*

*Guido Terstal*

*Julius Šlepetis*

*Arend Luppens*

*Joan Krastanov*

*Angel Chernaev*