Project Team Contract

Team Name: <u>Quantum Mavericks</u> Date: <u>2/20/2025</u>

GOALS: What are our team goals for this project? What do we want to accomplish? What skills do we want to develop or refine?
● A completed project ● HTML Coding ● Project Management Skills ● Adhering to project schedule/deadline ● Sticking to the scope ● Java Coding ● Shooting for an A in the course
EXPECTATIONS: What do we expect of one another in regard to attendance at meetings, participation, frequency of communication, the quality of work, etc.?
● Meet at least once a week ● Review work in meetings ● If there's a conflict, express it to the other members of the GroupMe ● Thoughtful and concise work ● Acknowledge other group members when they attempt to communicate. **(respond to messages within 24 hrs)**
POLICIES & PROCEDURES: What rules can we agree on to help us meet our goals and expectations?
● Communicate with a status update at least 2-3 days before an assigned due date. ● Make decisions based on the input of the **entire** team. ● Don't be afraid to ask questions. ● Complete tasks within a reasonable time frame **(don't wait until the last minute)**
CONSEQUENCES: How will we address non-performance in regard to these goals, expectations, policies and procedures?

● Strike 1: Emergency Group Meeting
  ❖ After one week of no communication or a consistent lack of input.
● Strike 2: Contact the professor for further action
  ❖ If the group member does not attend the emergency meeting or lacks overall group contribution, we will consult Professor Caddle for further action.
● Strike 3: Group consensus to keep or remove team members.

We share these goals and expectations and agree to these policies, procedures, and consequences.

Cleyton Leonard   2/20/2025
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Team member name

Taylor Sharperson   2/20/2025
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Team member name

Mekhi Green   2/20/2025
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Team member name

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Team member name