

Project Team Contract

Team Name: GOLD

Date: 2/19/2024

<p>GOALS: What are our team goals for this project? What do we want to accomplish? What skills do we want to develop or refine?</p>
<p>For this project, our primary goal is to complete all of the project deliverables by the specified deadline. We also hope to be successful in communication and collaboration among each other. Communication is essential for the success of any group project. It is important to ensure that the team collaborates efficiently and communicates effectively in order to be able to solve problems that may arise and make decisions. Working on this project will also give us the opportunity to develop new skills, learn new concepts, and work with new tools. Over the course of the project, we aim to enhance our skills in software development methods and Lastly, we hope to improve on our problem-solving abilities as we work on this project. As we encounter obstacles during the project, we hope to be able to come together with creative solutions to tackle our challenges.</p>
<p>EXPECTATIONS: What do we expect of one another in regard to attendance at meetings, participation, frequency of communication, the quality of work, etc.?</p>
<p>In order for us to meet all our goals and objectives, it is of utmost importance to have clear and effective communication with one another. In order for communication to be successful, it is important for all group members to respond to messages and keep other team members updated and project progress. It is also important that we each adhere to quality standards. This includes avoiding plagiarism, following best practice, and meeting specified requirements. Additionally, each member should complete their assigned task by the deadline that has was either specified or agreed upon. This may include documentation, research tasks, and other agreed duties. Active participation is also crucial for the project to thrive. It is essential for each member to be productive as well as express their opinions during discussions.</p>
<p>POLICIES & PROCEDURES: What rules can we agree on to help us meet our goals and expectations?</p>
<p>In order for us to meet our goals and expectations, it is important for everyone to come to agreement and rules and expectations for the group. One of the most fundamental rules is responding via the agreed line of communication. Without this rule, the whole project is at risk of falling apart. It is important for each member to respond in a timely manner so that progress can continue to move forward. Second, it is important for each member to stick to their assigned duty.</p>

Its also essential for members to attend every scheduled meeting and vocalize if they are not able to come. Lastly, it would be essential for group members to keep each other updated on assignment progress. Doing so gives members the opportunity to help or support each other when necessary.

CONSEQUENCES: How will we address non-performance in regard to these goals, expectations, policies and procedures?

As with many of the other aspects of group dynamics, open communication would be beneficial in the instance of non-performance. Regular check-ins are a way to promote an open dialogue about challenges or issues that may be affecting performance. If necessary, we could also redistribute the workload, so that each member's needs are accommodated. If concerns continue to go unaddressed, the issue can be escalated to the professor. Performance escalation will be an option that is used only when every other solution fails. It would also be beneficial for members to encourage and acknowledge each other's consistently good performance as well.

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

Tori Lucas

Team member name

Daylen Hall

Team member name

Jayden Williams

Team member name

Ronnie Burns

Team member name

