**Project Team Contract**

Team Name: \_\_\_\_\_\_JobSync\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_02/15/2025\_\_\_\_\_\_\_\_\_\_\_\_

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| GOALS: What are our team goals for this project?  What do we want to accomplish? What skills do we want to develop or refine? |
| * To develop a sleek and efficient job-searching app that enhances job application transparency. * To provide features such as AI-powered resume analysis, job matching, and interview preparation. * To create a structured and user-friendly database for job postings, applications, and feedback. * To improve our software development, project management, and teamwork skills. |
| EXPECTATIONS: What do we expect of one another in regard to attendance at meetings, participation, frequency of communication, the quality of work, etc.? |
| * **Attendance & Participation:** Team members are expected to attend all scheduled weekly Zoom meetings and actively participate in GroupMe discussions. * **Communication:** Frequent and clear communication will take place via GroupMe for quick updates and weekly Zoom meetings for detailed discussions. * **Quality of Work:** All deliverables should meet agreed-upon standards and be submitted on time. * **Collaboration:** Support and assist team members in areas of difficulty. |
| POLICIES & PROCEDURES: What rules can we agree on to help us meet our goals and expectations? |
| * Weekly Zoom meetings to discuss progress, assign tasks, and address challenges. * GroupMe will be used for day-to-day communication, quick updates, and reminders. * Use of version control (e.g., GitHub) for code collaboration. |
| CONSEQUENCES: How will we address non-performance in regard to these goals, expectations, policies and procedures? |
| * First-time issues: Private discussion with the team lead (project manager). * Recurring issues: Reassignment of responsibilities and review with the group. * Continuous non-performance: Escalation to the professor or removal from critical tasks. |

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

Shemaiah Lester

Team member name

Kenyce Holloman

Team member name

Marcus Jones

Team member name

Nathaniel Washington

Team member name