Rubric Requirements	Points Possible	Points Earned	Comments
General Requirements	5	5	
Determine group members	5	5	
Group Contract	5	5	
A weekly time is chosen for meetings NOTE: your group is not required to meet every week; just block off time for when it is needed)	2	2	
Project roles for each group member are determined for EVERY project milestone NOTE: you may reuse the same role types for all milestones, but ensure every group member is Team Lead for at least one milestone, and rotate role responsibilities for other members so the same person is not always in the same role	2	2	
Everyone in group SIGNS the group contract NOTE: initials or typing may be substituted for digital copy	1	1	
GitHub	25	25	
Create a team in GitHub using your project team name	10	10	
Create a team repository	10	10	
Notify instructor of GitHub team and repository	5	5	
File Submission	15	15	
Entire team meets with instructor during Milestone DUE date class session; Milestone 1 Team Lead represents the group and drives the discussion	5	5	
Milestone Team Lead uploads group contract to GitHub team repository and notifies the instructor via email where to find the GitHub team repository	10	10	
Milestone Team Lead ensures all group members have access to GitHub team repository	0		
TOTAL	**50**	**50**	