

## B. Team Contract

Date: September 13<sup>th</sup> 2019

Tutorial Section: 02

Team Number: 23

### 1. Team Goals

- Something we can present to an employer
- Create something cool
- Getting an A
- Getting some experience

### 2. Team Roles *(e.g., Code Reviewer, Lead, Designer, Architect, Technical Writer, Coordinator, etc.)*

Name	Roles
Karen Kuribayashi	Design
Osa Omigie	Programmer
Ivan Cruz	Architect, Technical writer
Louise Lee	Designer, Technical writer
Nathan Meulenbroek	Coordinator

### 3. Team Organization

How will you communicate?	Slack
Where/when will you meet?	Tutorials (2 hours), As needed
How will you share files?	Github, slack, google drive
What operating system will you use?	Undecided (web-app?)
What editor(s) will you use?	Atom, N++, Sublime
What editing style will you use?	Tabs, inline + block comments
Any additional considerations?	None

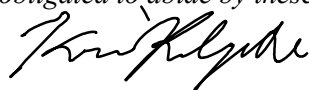
**4. Expectations from Team Members** (e.g., Attend all meetings – Bring donuts after missing a meeting, Complete project task before class – Kicked out of team if not completed 3 times, Be open to contributions and ideas from all team members, etc.)

Expectation	Consequence if expectation not met
Let others know if you can't come to tutorial	Bring timbits/coffee to the next meeting
Complete all materials by internal deadlines	Missing three deliverables and/or actions which are detrimental to the overall mark will result in expulsion from the group
Ask for help when you're stuck	Second strike, chat with prof/TA and on third strike, expulsion.
Come to tutorials unless having a good reason	Bring timbits/coffee to the next meeting, third strike, expulsion
Come to team meetings unless having a good reason	Bring timbits/coffee to the next meeting, third strike, expulsion
Warning should be given in advance if task cannot be completed on time	Second strike, chat with prof/TA On third strike, expulsion.
Contribute to discussions	Point it out
Point out mistakes constructively	If pointed out non-constructively, three strike system.

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*All team members participated in formulating the standards, roles, and procedures as stated in this contract. We understand that we are obligated to abide by these terms and conditions.*

1) Karen Kuribayashi



date Sept 16<sup>th</sup>, 2019

2)

Osa Omigie



date Sept 15<sup>th</sup>, 2019

3) Ivan Cruz Gutierrez



date Sept 16<sup>th</sup>, 2019

4) Louise Lee Hui Ling



date Sept 16<sup>th</sup>, 2019

5) Nathan Meulenbroek



date Sept 16<sup>th</sup>, 2019