

Team Contract

1. **What do you want to get out of HW 2?**
 - a. The definition of controlled human subject experiments.
 - b. How to design controlled human subject experiments (settings).
 - c. How to analyze the data using statistics like p value, F score.
 - d. How to conclude our results and write a report about controlled human subject experiment.
2. **How will you balance in-person vs remote communication?**
 - a. We will meet in person for important design-oriented discussions but facebook messenger can serve as communication between these meetings.
3. **When and where will you meet for in-person meetings?**
 - a. We will weekly on Monday morning for about 1-2 hours in Maxwell Dworkin.
 - b. If we have more to discuss, we can meet on Tuesday after 2:30pm.
4. **How are you going to communicate when not in person?**
 - a. Remote communication will be achieved primarily via facebook message and email. Facebook messenger will result in a quicker response.
5. **What should team members do prior to the team meeting?**
 - a. Before team meetings, members should have all deliverables completed and come ready to talk about the task at hand.
 - b. Also bring ideas for further work.
6. **How are you going to structure your work?**
 - a. Prefer work alone.
 - b. Decide our task during the meeting based on personal preference. Also try to balance out the work among everyone.
 - c. We can check commits on github.
7. **How will the assignments get submitted?**
 - a. We will work on the final write up using a overleaf file so that everybody can edit and view the newest changes.
 - b. Everybody should approve of the draft before it is submitted.
 - c. Get all work done by Tuesday night and we take turns to finalize the work to be submitted
8. **How will you deal with surprises?**
 - a. If an individual is struggling with a task, they should notify the team as soon as possible so that the team can work together to load balance and help the individual with their job.
 - b. The situation should be discussed during the weekly meeting.
9. **How will you manage turn taking?**
 - a. Raise our hands immediately when we have some questions about others' work.
 - b. Ask everyone for their input before making important decisions.
10. **How will you handle time conflicts?**

- a. If there is any conflict, we will reschedule our meeting time.
- b. Anyways, our work should be done one day before the deadline and we should start reviewing our work and draft on the day before deadline.

Signed: Yuna Joung

Date: 9/9/17

Signed: Jingmei Hu

Date: 9/9/17

Signed: Xu Si

Date 9/10/17