

Team 11 Working Agreement

Term FA21

Creation: 10/15/2021

1) Group Identification

Team # – 11

Team Name # – He11's Kitchen

Instructor – Professor Powell

TA- Raaghav Ravi

Team member info:

Teammate Name

Email:

Zedian Zhang	zez012@ucsd.edu
Jingtian Lin	jil135@ucsd.edu
TingTing (Tina) Wang	t6wang@ucsd.edu

2) Primary Means of Communication and Expectations

All members will be expected to read Slack messages and emails from anyone in the group on a daily basis and respond in not more than 24 hours; 12 hours if said message necessitates an urgent response.

3) Scheduling Meetings

Meeting must be scheduled at least 48 hours in advance; individual scheduling conflicts must be addressed within 24 hours of the meeting time being posted or the meeting will proceed at the specified time regardless.

4) Conflict Resolution

If conflict arises between 2 team members, said members will attempt to resolve the conflict intrapersonally. If this fails, or if the conflict is a larger group conflict, the conflict will be brought to the attention of first the team leads, then the TA, then the Professor as the situation requires.

5) Expectations of Faculty and GTA's

If a team member fails to live up to this agreement, the situation may be reported to the staff, but the team will still be responsible for submitting a completed assignment. Staff will be available to meet with teams to resolve issues.

8) Team Signatures:

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