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Go-Gitters Team Contract



Team Go-Gitters!

- · Amitesh Sharma
- Christopher Kroon
- David Suzuki
- Karina Sanchez
- Kevin Lee
- Flynn Sui
- Nhi Nguyen
- Suditi Bhatt
- Them Dang
- Tiancheng(Felix) Ma

Weekly Meetings

- Mondays 12pm to 1 pm (Zoom with Hema)
- Wednesdays 5-6 pm (Discord)

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Expectations

Expectations of the leads

- The leads are here to help keep us on track and resolve any conflicts if needed
 - o Responsibility for the whole project is shared equally among all people involved

Meetings Expectations

- Please arrive on time to meetings
 - o At max, aim to only be 5 minutes late
 - o In the case you are late or will not make it, please let us know as soon as possible beforehand
- In the first 5 minutes we will be discussing the agenda
- Meet once a week to check on progress, anything we need help with, and to see what needs to be done
- Everyone takes a turn writing meeting minutes

Work Process

- Everyone should be involved in all stages
 - Whether doing the actual work or listening and giving feedback

Communication

- Please check your slack once a day just to keep up to date
- If you run into any problems or an accident, please let us know so we can help
- Please respond to messages as soon as you can, even a thumbs up to a simple announcement
- Please let us know of any scheduling conflicts

Conflict

- Please try to be polite and understand the other party/person
 - o If it is between 2 people, try to resolve it between the two of you
 - o If you can't resolve it with the other person, ask the leads for help and if needed ask the TA

General Info

Pull Requests Process

- 1. Create a separate branch for what you are working on
- 2. When ready, commit and push the branch to the github
- 3. Inform the rest of the group of what you did
- 4. Make a pull request
- 5. The leads of each section and one other person will review the pull request and the work done to make sure it works and that it won't break
- 6. The lead of the section will decide whether or not to actually merge to the master branch

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MHI NGUYEN

Date: 10/16/21

