

# Team Working Agreement

Spring 2021

Creation 04/11/2021

## 1) Group 27

Instructor – Professor Powell Team Name – 27 Days Journaling

Team member info:

- Gourab Dastider ([gdastide@ucsd.edu](mailto:gdastide@ucsd.edu))
- Samyak Karnavat ([skarnava@ucsd.edu](mailto:skarnava@ucsd.edu))
- Alan Tram ([atram@ucsd.edu](mailto:atram@ucsd.edu))
- Raymond Wang ([rlw004@ucsd.edu](mailto:rlw004@ucsd.edu))
- Issac Navarro ([isnavarr@ucsd.edu](mailto:isnavarr@ucsd.edu))
- Richie Porras ([rporras@ucsd.edu](mailto:rporras@ucsd.edu))
- Xun Zhu ([x1zhu@ucsd.edu](mailto:x1zhu@ucsd.edu))
- Sarah Meng ([sjmeng@ucsd.edu](mailto:sjmeng@ucsd.edu))

## 2) Primary Means of Communication and Expectations

- All communication for the project work will be done through Slack or Zoom.
- Punctuality is very important.
- Communicate ahead of time if any unforeseen circumstances arise; the group will be understanding.

## 3) Scheduling Meetings (Schedule at least one meeting as part of constructing your team agreement.)

- There will be a weekly group meeting on Tuesdays at 7:00 PM for task updates and logistical planning.

## 4) General Responsibilities for All Team Members

- Be courteous and complete the work that you take responsibility for.
- Update the team if any problems or confusion occur.
- Schedule meetings as needed with other teammates.

## 5) Specific Team Member Responsibilities/Deadlines

- Team responsibilities will be allotted by role and adjusted during our weekly meetings.
- Deadlines will be assigned as responsibilities are taken.

## 6) Conflict Resolution

- Important decisions will be made via team consensus of 75% (aka 6/8 members)

## 7) Expectations of Faculty and TA's

- Expected to meet TA on Tuesdays at 6:30 PM.

## 8) Team Signatures

*Sarah Meng*

04/13/2021