

Team Working Agreement Team 24

Spring 2023 Creation 4/19/2023

Group Identification

Instructor: Powell Team Name: We Take Showers Team Number: 24

Team Member Info:

- Linda Wu, lwwu@ucsd.edu, Leader
- Maanasa Prasad, mmprasad@ucsd.edu, Leader
- Haoyang Guo, h1guo@ucsd.edu, Designer
- Sumit Shetye, sshetye@ucsd.edu, Developer
- Nathan Huey, nhuey@ucsd.edu, Developer
- Nicholas Ho, niho@ucsd.edu, Developer
- Sholehani Hafezi, shafezi@ucsd.edu, Developer
- Benjamin Liang, bzliang@ucsd.edu, Developer
- Kartik Gugnani, kgugnani@ucsd.edu, Planner

Primary Means of Communication and Expectations

The primary method of communication that was decided during the kickoff meeting was Discord, and Slack will be used to communicate with our TA. All members are required to respond within 24 hours on a weekday, and within 24 hours if pinged on a weekend. Discord and Slack notifications must be enabled.

Scheduling Meetings

Meetings will be scheduled either via Discord or in person after class. During the kickoff meeting, it has been determined that the best time for everyone to meet in person was after lectures, so that will be a meet time if a meeting is necessary, and everyone will be notified if we will meet 24 hours prior to class. There will be a designated meeting notes taker at each meeting, and notes must be updated onto the Github repository within 24 hours after the meeting.

General Responsibilities for All Team Member

All team members must fulfill their roles listed above according to what is defined by the course professor. Team members must try their best to uphold the rules established in this document and work to be responsive and proactive. If given a responsibility, team member must fulfill it within a given deadline or clearly communicate with either Linda or Maanasa if the task can not be completed in a timely manner.

Conflict Resolution

If a conflict arises between team members or there is a complaint about workload, members must approach either Linda or Maanasa if the issue can not be resolved without assistance. If Linda or Maanasa is involved in the conflict, the team member should bring this up to the TA.

Expectations of Faculty and GTA's

If a team member fails to live up to this agreement, the situation may be reported to the TA, but the team will still be responsible for submitting a completed assignment.

Team Signatures

A handwritten signature in black ink that reads "Sumit Shetty". The signature is written in a cursive, flowing style.