1. Group Identification

Team Number: 24
Team Name: Computer PAWgrammers
Team Members: Ishaan Kale, Cynthia Delira, David Choi, Eugenie Ren, Harsh Gurnani, Jeffrey Lee, Kiera Navarro, Sarvesh Mann, Terence Tan, Sofia Nguyen, Geena Limfat

2. Primary Means of Communications and Expectations

- Primary means of communication will be in Slack
- Consistent check Slack to keep up with important annopuncements or messages from members
- Communicate with members when work can not be completed by deadline or when stuck on a problem

3. Scheduling Meetings

- When2Meet form will be used to schedule meetings
- Short stand up meetings will be held after class
- Meetings will most likely be held Sundays 3 - 5pm since its the time most people are available
- Detailed meeting notes will be created for those who cannot attend meetings

4. General Responsibilities for All Team Members

- Honest and upfront about skills
- Persistent effort
- Keeping up with deadlines or inform team if deadline is difficult to make
- Respectful to all team members

5. Conflict Resolution

- For big issues/disagreements – do a vote

6. Signature