

# Group Contract

## 1. Purpose & Objectives

### Mission statement:

Our team aims to foster a safe space to allow each other to gain and practice skills needed to become a successful software engineer.

### Top-level objective(s):

- Complete MVPs
  - Write clean and consistent code
  - Document our code well (GitHub issues and PRs)
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## 2. Shared Values & Standards

### Value

### “We show it when we...” (one-liner)

Collaboration When we need help we reach out to one another

Accountability When we make mistakes and own them

Responsability Follow through on our tasks and meet our deadlines

### Simple rules we all follow:

- Show respect and listen actively.
  - Own your tasks and deliver on time.
  - Raise concerns early and constructively.
  - Resolve conflicts calmly or call a mediator.
  - Keep everyone in the loop via agreed channels.
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## 3. Strengths & Development Areas

Member	Key Strengths	Areas to Develop	Support Requested
Emily Nguyen	Communication	Time Management	I want to learn CSS :P
Jonathan Ty	Accountability	Collaboration	N/A
Somto Ikeanyi	Communication	—	—
Renee Dhanaraj	Communication	Time Management	Time
Ruyi Wu	Accountability	Communication	

Member	Key Strengths	Areas to Develop	Support Requested
Ibrahim Y	Accountability	Time Management	N/A
Aaron Joshua Delacruz	Transparency	Time Management	
Omar Akbari	Flexibility	Time Management	N/A
Teá Ruiz	Time Management, Collaboration	JS, better at testing	

## 4. Roles, Responsibilities & Accountability

Deliverable / Area	R	A	C	I	Backup
CI/CD Pipeline					Abhyuday Singh, Ibrahim, Aaron
MD Team Contract					Somto, Renee
ADR					Emily, Tea

(R = Responsible, A = Accountable, C = Consulted, I = Informed)

### Logistical duties:

- **Meeting facilitator:** Emily & Abhyuday
- **Note-taker:** Emily

## 5. Needs & Expectations

- **Weekly Meeting:** 8PM Sundays, More as needed
- **Turnaround standards:**  
Slack DM & Discord: < 3 h
- **Preferred feedback style:**  
During weekly meetings, Personal DMs on Slack, Give Examples or Link Documentation for feedback
- **Definition of “done”:**  
Passes Tests, Reviewed by at least 2 other people, can proudly claim ownership of code

## 6. Communication Protocols

Channel	Purpose	Owner / Moderator	Expected Response Time
general	Quick questions & FYIs & Off Topic	Everyone, TA	< 2 h

Channel	Purpose	Owner / Moderator	Expected Response Time
announcements	Meeting notes, class announcements	Team Leads, TA	Weekly/As Needed
development	Bugs, pull requests and reviews	Everyone, TA	< 12 h
social	Anything but school work	Everyone, TA	N/A
Miro	Artifacts & reference docs	Emily, TA	N/A
Group GitHub Org	Issues, task assignment, merging, dev	Team Leads, TA	N/A

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## 7. Issue Detection & Conflict-Resolution Process

1. Private conversation
  2. Contact Team Lead
  3. Contact TA
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## 8. Rule-Break Handling (“Three-Step Ladder”)

1. Friendly peer reminder
  2. Private conversation with team lead
  3. Notify TA about recurring occurrences
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## 9. Working Methods & Success Metrics

- **Cadence:** Weekly sprint & retro according to class structure
  - **Tools:** GitHub Issues, Miro, Figma, Slack
  - **Equal contributions check:** Rotate sprint lead and reviewer roles; review workload distribution in every retro
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**Group Member Signature:**

Ibrahim Yurdan