Team Charter

1. Objective & Purpose

- **Deliverable:** Build a fully functional, engaging card-matching game.
- **Team Experience:** Apply Agile methodologies in a real-world project while fostering a positive, collaborative environment.
- **Learning Goals:** Strengthen technical skills (frontend, backend, integration) and soft skills (communication, time management, teamwork).

2. Values & Standards

- **Punctuality:** Meet deadlines for code reviews, standups, and issue resolutions.
- **Clear Communication:** Share progress, blockers, and feedback openly and respectfully.
- **Mutual Support:** Offer help proactively; pair up when someone is stuck.
- **Trust & Accountability:** Own your tasks; deliver what you commit to.
- **Responsibility:** Keep code and documentation up to date; test thoroughly before merging.

3. Roles & Responsibilities

Role	Name	Responsibilities
Project Lead	*Menko*	Coordinate tasks, set sprint goals, liaise with stakeholders
Tech Lead	*Krystal*	Define architecture, review major PRs, ensure code quality
Frontend Dev	*John / Lavin / Aditi / Derek*	Implement UI components, handle styling and responsiveness
Backend Dev	*Sarkis / Rohan / Nathan / Chris / Mohammed*	Build API endpoints, manage data persistence and logic

4. Accountability & Meetings

- **Standup:** Regular meetings
- **Issue Tracking:** All tasks live in GitHub Issues; assign, label, and comment on progress.
- **Sprint Review:** Weekly demo to show working features and gather feedback.

5. Communication Protocols

- **Primary Channels:**
  - Slack for quick questions and alerts
  - GitHub Issues / PR comments for task-specific discussion
- **Response Expectations:**
  - Reply within 24 hours on weekdays
  - For urgent blockers, ping directly in Slack

6. Conflict Resolution

1. **Early Identification:** Speak up as soon as an issue arises.
2. **Discussion & Compromise:** Everyone describes their perspective; propose solutions.
3. **Escalation:** If unresolved, involve the Project Lead; if still stuck, majority vote.
4. **Documentation:** Record outcomes in the "Decisions" section of the repo wiki.

7. Enforcement of Rules

- **Gentle Reminder:** Any team member noticing a missed deadline or broken rule flags it in standup.
- **Accountability:** If a pattern repeats, discuss as a team to adjust workload or redistribute tasks.

8. Success Metrics

- **Feature Completion Rate:** ≥ 90 % of committed issues closed by sprint end.
- **Code Quality:** All PRs pass CI checks and at least one peer review.
- **User Feedback:** Playtest with ≥ 5 users and iterate based on their input.

Signed by:
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