

# Management Group Contract

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## Team Purpose and Objectives:

- Gain an in-depth understanding of how to make an app from start to finish
- Understanding the software engineering workflow
- Learn how to work with a large number of people collaboratively and efficiently
- Touching up technical skills
- Prepares the team to enter industry

## Common Values and Standards:

- Responsibility (Responsible for the work you put in)
- Accountability (Account for the mistakes you make)
- Integrity (Be honest and straightforward with the work you do)
- Communication (Coordinate in a timely manner, update team when conflicts occur)
- Courage (Voice opinions, ask questions, and raise concerns as necessary)

## Roles, Responsibilities, and Accountability:

- Andrew + Adrian = leads
  - Managing the team
  - Ensuring the team stays on track
  - Regular check-ins with pairs/groups
  - Creating tasks/issues
- Meeting Notes
  - Chakshan, Abdi
- = UI/UX
- = Logic/Backend
- = DevOps
- everyone's responsibility to get their work done on time.

## Potential Issues and Conflict-Resolution Strategies:

- Have regular check-ins / stand-up to identify current progress and talk about blockers as soon as they happen
- Task Communication Protocol
  - Project Managers need to clearly specify tasks
  - When delegated a task, make sure to ask questions and completely understand what the task is asking
  - If conflict get too out of hand see conflict between teams section
- Miscommunication about Goals (what we expect product to look like)
  - Solution: Have members meet up to rediscuss and redefine goals for project. If necessary, bring in a third party or the project managers to get an additional opinion.
- Conflict between teams (in terms of code, goals, ideas etc.)
  - Merge conflict resolution thing in vs code

- solution: both groups meet together, discuss vision/discrepancies between ideas
- Disagreements between groups/pairs
  - solution: come to a compromise, bring a third party in to mediate a conversation between the two people
  - solution: worst case scenario we can separate group members into new pairs/groups to work on different things.

#### If Rules are Broken:

- Meet with team leads
- Bring it up in the sprint review

#### Transparent Communication Protocols:

- Weekly meetings
- Continuously check Slack/Discord

#### Measuring Success:

- Clear communication and thought-out planning
- How well solution adheres to task/specification
  - Quality of solution

Signature: Andrew Zhao