

# Team Contract

## 6.005 Project 1 – ABC Music Player

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### Goals

1. How will you use the in-class time?
  - Meet up at Barker Library to work
  - T/R 1PM same recitation
2. Learn about working on a software project collaboratively
3. Grade Goals: We all have agreed to make all efforts required to get an A. Seriously
4. Keep all communication channels open

### Meeting Norms

1. When will you meet outside of class?
  - 11/25/13
  - Sunday Dec 1<sup>st</sup> - Evening
  - Monday/Wednesday/Friday – 3-10PM Student center reading room

### Work Norms

1. How will work be reviewed?
  - Informal code review
  - Frequent pushes to master to stay up to date with each other
2. How will you keep track of work assignment?
  - We are updating a spreadsheet with all the tasks and subtasks, who is assigned to it, when they are expected to complete it, and a “status” column where progress is roughly described. Team members are expected to keep this updated.

### Decision Making

1. How will work be distributed?

- Consensus
- Defined as 2/3 majority
- Serious conflict resolved w/ Advisor

2. What happens if someone does not follow through on a commitment?

- Expected to keep the group updated on their progress
- Handled case by case

3. What will you do if one or more team members are not doing their share of the work?

- Confront them first
- Talk to the advisor
- Disputes resolved w/ 2/3 consensus