

# 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
4. Keep all communication channels open

## Meeting Norms

1. When will you meet outside of class?
  - Saturday
  - MW 7-10 [Meet at Office Hours]
  - TRF
  - Sunday Morning (via Skype)
  - Sunday 20th: Meet to finalize first deliverable 11 AM

## Work Norms

1. How will work be reviewed?
  - Code review by at least one other person in the group
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