# Team charter

**Team Details:**

• Project Title:

• Team Name:studyking

• Github URL:<https://github.com/deco3500studyking>

For each team member:

• Junxian Huang(writer of charter)(team leader)

[junxian.huang@uq.net.au](mailto:junxian.huang@uq.net.au)

Bachelor of compute science

As an undergraduate with limited programming experience but some experience in UI design and text writing, my aim is to further develop my programming skills, increase my understanding of the design process, and improve my ability to work effectively with teams.

My goal is to use my strengths in UI design and text writing to contribute to the team, while also actively learning from my teammates and providing support in their areas of expertise. I want to develop effective collaboration skills such as active listening, giving and receiving feedback, and a positive and inclusive team environment.

I want to improve my programming skills and increase my creativity: although my programming experience is limited, I am eager to learn and improve my skills in this area. By actively participating in the development of prototypes, my goal is to gain hands-on experience, expand my knowledge of programming languages and methods, and try to come up with creative design ideas and learn from teammates.

While my strengths lie in UI design and text writing, I understand that this project is a learning opportunity for all team members. Therefore, I am willing to take on any responsibility that will help me grow and contribute to the project. I am willing to assist with prototyping, conduct research, contribute to the design process, and provide improvement on demo-text and user experience.

I believe that by working together and leveraging the strengths of each team member, we can create a successful prototype that meets the goals of the project. I promise to actively participate in team meetings, share my ideas and insights, and take on the necessary tasks and responsibilities.

•Junchong Zhang

[z1134884095@gmail.com](mailto:z1134884095@gmail.com)

Master of IT

His aspirations are to grow both professionally and personally.

One of his key strengths is effective communication, especially during presentations.

He has a knack for using eye contact and body language to engage the audience, making the information more impactful.

He is also highly organized, ensuring that tasks are completed on time and resources are used efficiently.

However, he do have a weakness in coding and often find himself struggling with technical aspects. Through this project, he aims to improve his coding skills and deepen his understanding of the technical components involved. His ultimate goal is to become a well-rounded team member, proficient in both communication and technical skills.

•Yuchen Hou

[yuchen.hou@uqconnect.edu.au](mailto:yuchen.hou@uqconnect.edu.au)

Master of IT

Before participating in the project, he deeply reflected on himself. He realized that although he might be lacking in programming, he possess outstanding creativity and execution capabilities. This allows him to propose unique ideas within the team and quickly put these ideas into practice. Moreover, he is good at communicating with others, which enables him to collaborate better with team members and ensure the smooth progress of the project. Through this project, He hope to further improve his programming skills and fully leverage my strengths to bring greater value to the team. By engaging in this project, he aims to enhance his coding abilities and improve his collaboration skills with team members.

•Jing Zhang

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Master of IT

**Work allocation**

Since most team members have the same advantages and disadvantages, all work will be completed by all team members, and all work results will be accepted and voted by all team members. The group leader should be responsible for the stage or final plan and other content of the copywriting description, the group leader should also be responsible for the coordination of team members and record any conflicts or other events that need to be recorded.

At the same time, leader should try his best to coordinate the members.

**Communication Agreement:**

• Primary channel of communication:WeChat ,Discord,meeting on campus,Github

Secondaries:Slack,e-mail

• Decisions will be made by voting (when In a tie ,follow team leader’s words )

• Meet on campus or on discord.

• All work results or major modifications will be reviewed and adjusted by all members in the offline meeting, and the team leader will upload the final version after the team members vote to confirm it.Management & delegation of tasks will be decided at the group leader's discretion if necessary.

**Conflict Resolution Agreement:**

To ensure a harmonious working environment, we have developed the following measures to deal with such issues:

•Handling minor conflicts: We agree to resolve issues through open communication and mutual understanding. Team members involved in the dispute will be encouraged to discuss the problem and find a solution among themselves. If necessary, our team leader will be appointed to facilitate the dialogue and help both parties reach a mutually satisfactory solution.

•Managing a major conflict: A more formal process will be followed, and the team will have a meeting to discuss the issue and assess the impact of the breach on the team's goals. Team members involved in the dispute will have the opportunity to present their views and provide evidence to support their claims. Finally, the final disposal plan is decided according to the vote.

After the meeting, a collective decision will be made to consider the severity of the breach and the potential impact on the overall team performance. The resolution may involve disciplinary action such as a warning, probation, or even dismissal, depending on the circumstances.

•It is important to note that fairness will be maintained throughout the dispute settlement process. The goal is to foster a collaborative and respectful environment in which conflicts can be resolved effectively, ensuring team success and cohesion.