GROUP CONTRACT   DATE: _____

EXPECTATIONS FROM TEAM MEMBERS
(e.g., Attend all meetings – Bring cinnamon rolls after missing a meeting, Complete project task as promised – Kicked out of team if not completed 3 times, Be open to contributions and ideas from all team members, etc.)

Expectation	Consequence if expectation not met
We'll meet as a team every week at: _____ for _____ hrs and at: _____ for _____ hrs	*(One to Two team meetings a week is recommended. Your group may choose more or less. Consequences for missing a few team meetings should be less severe than missing many team meetings.)*
Be on time and prepared for team meetings. (Both in and out of class time)	
Follow through on commitments made to the team. (May include meeting deadlines to complete a share of the work, reading a paper, etc.)	
Contribute to the team voluntarily. (These contributions may be ideas, questions, code, organizing meetings, managing code repository, creating charts for the report, etc.)	
Welcome and invite contributions by other team members.	*(How will you deal with a team member that consistently dismisses/discourages ideas from other team members or a single team member? It may be helpful to assign a single team member that manages discussions.)*
How you define the line between support and plaigarism. (Helpful to play out a scenario, e.g. a group member is stuck with a block of code, how do you deal with that?)	
Each team member will talk for **at least _____ minutes and** **at most _____ minutes** **during a 1-hour meeting.**	*(Some team members have a tendency to dominate discussions and others hesitate to contribute. Set some guidelines on what is expected and how you, respectfully, will make team members aware that they need to contribute more/less.)*
(Think of any other team behaviours that hindered or helped the team performance and formalize this here.)	

If you've read and agreed with this contract, add your name here:

_____   _____

_____   _____