

AI Project Design and Development Module

Project Name: Project 2

Team Name: Project2E23

Date: 13/01/24

GOALS: What are our team goals for this project?

What do we want to accomplish? What skills do we want to develop or refine?

Team player and Professionalism in communication as effective communication is a critical goal which includes regular update ,sharing proper information and discussing any challenges. second can be quality of work and feedback.Problem solving and adaptability Skills). Problem solving,Time management , team work, project planning and Leadership skills.

EXPECTATIONS: What do we expect of one another in regard to attendance at meetings, participation, frequency of communication, the quality of work, etc.?

1.) Attendance and meeting 2.)feedback 3.)respectful and professional conduct.

it is important to these expectation to be communicated and agreed by the team at the beginning of the project however , the regular communication and challenges and discussion about team dynamics can help ensure that everyone is working towards the projects success.

POLICIES & PROCEDURES: What rules can we agree on to help us meet our goals and expectations?

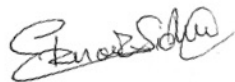
These rules and regulations should be discussed and agreed upon by the team at the beginning of the project. Regularly revisit and adapt them as needed to ensure they remain relevant throughout the projects lifecycle.

meeting guidelines in which encourage active participation during discussions,project timelines and milestones.

CONSEQUENCES: How will we address non-performance in regard to these goals, expectations, policies and procedures?

Open communication ,offer support and resources ,feedback, celebrate improvements.

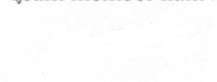
We share these goals and expectations, and agree to these policies, procedures, and consequences.



Team member name



Team member name



Team member name

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