

```

1  # Team Contract
2  ## Winter 2021
3  ## Creation 01/20/2021
4
5  ### 1) Group Identification
6  **Course:** CSE 110
7
8  **Instructor:** Thomas A. Powell
9
10 **Group Number:** Team 25
11
12 **Group Name:** GBGH (Get Big Get Huge)
13
14 **Team Members**
15 | Name | Email |
16 | ----- | ----- |
17 | Eric Song | eysong@ucsd.edu |
18 | Yuchen Jing | y5jing@ucsd.edu |
19 | Neel Ayyagari | nayyagar@ucsd.edu |
20 | Justin Nguyen | jdn004@ucsd.edu |
21 | Andrew Chi | abchi@ucsd.edu |
22 | Tom Dinh | tdinh@ucsd.edu |
23 | Ainesh Arumugam | aarumuga@ucsd.edu |
24 | Jaslina Kochhar | jkkochha@ucsd.edu |
25 | Sujan Rai | srai@ucsd.edu |
26
27 ### 2) Primary Means of Communication and Expectations
28
29 All members will be expected to read the group Slack (#general channel) on a daily basis
30 and respond within 12 hours.
31
32 ### 3) Scheduling Meetings
33
34 Team will have weekly meetings on Wednesdays at 7:00PM PST. Extra meetings will be
35 scheduled on a case-by-case basis, to be announced
36 in #meetings at least 1 day in advance.
37 Meeting host will send out a reminder in #meetings the morning of the meeting (ideally
38 before 12:00PM PST).
39
40 ### 4) General Responsibilities for All Team Members
41
42 This element of the team working agreement is the list of rules/agreements or the
43 contract that all members agrees to live by.
44 - Finish weekly tasks in a timely manner.
45 - If you run into issues completing your task, it is your duty to ask for help from
46 the rest of the group.
47 - Respond to Slack regularly (within 12 hours).
48 - If you cannot attend meetings, give prior notice (at least 1 day in advance, with your
49 reason) and create notes for what you did that week.
50 - Be respectful and accepting of your team members.
51
52 ### 5) Conflict Resolution
53
54 Each team should have an agreed-upon approach to addressing issues that may arise.
55 For example, if a team member is not meeting deadlines, the team agrees to do X
56 [specific action decided by the team]
57 to address the problem before bringing the issue to a TA or professor.
58 If the issue is with one person: send them a message on Slack.
59 If the issue involves multiple people/above issue persists: bring up the issue in a
60 meeting.
61 If the issue persists: bring the issue to a TA/professor.
62
63 For urgent issues: send a message in #urgent.
64
65 ### 6) Expectations of Faculty and TA's

```

60 If a team member fails to live up to this agreement, the situation may be reported to the staff after conflict resolution methods have been applied, but the team will still be responsible for submitting a completed assignment. Staff will be available to meet with teams to resolve issues.