**Team Contract Template**

Team Name:

kawai\_adrien

These are the terms of group conduct and cooperation that we agree on as a team.

**Participation**: We agree to....

Participate in all activities in the project: planning, programming, meetings, and

discussions.

**Communication**: We agree to...

Communicate as much as possible in person or online about anything related to the

project. If one is not able to commit to a task, he will let the other member know as a

form of professionalism.

**Meetings**: We agree to....

Meet and plan at least once a week to talk about the progress of the project.

**Conduct**: We agree to...

Respect each member professionally so that we may learn to act professional in

prepration for the industry.

**Conflict**: We agree to...

Resolve conflicts in an objective and systematic manner such that we do not waste

energy and time trying to be irrational to make a point.

**Deadlines**: We agree to...

Set reasonable deadlines to accommodate for other school work. Failure to meet

deadlines will be discussed and hopefully find a solution regarding adjustment of

deadlines.

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| Team Member’s Name | Team Member’s Signature |
| Adrien Perez | Signed electronically by Adrien |
| Ka Wai Sim | Signed electronically by Ka Wai |
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