# Lost@Cruz - Team Working Agreements and Standards

Team Lost@Cruz December 03, 2024

# **Team Working Agreements:**

- 1. All team members must check Discord daily
- 2. Weekly Zoom stand-up meetings on Tuesdays and Thursdays at 5:00 pm
- 3. At least one team member must review each pull request before merging
- 4. Complete the assigned website feature by the end of the sprint

# **Definition(s) of Done:**

# 1. Feature Implementation:

• Feature functionality is implemented and meets all acceptance criteria.

#### 2. Code Review:

• Code is written, peer-reviewed by at least one team member, and successfully merged into the main branch.

### 3. Bug Fixes:

• All bugs are reproducible, identified, and resolved.

#### 4. Deployment:

• The feature is deployed to the staging environment without any errors.

#### 5. Documentation:

• All relevant documentation for the feature is updated.

#### **Style Guides:**

# 1. Formatting:

- a. Use spaces or tabs consistently
- b. Keep line length under 80 characters

## 2. Naming Conventions:

a. Consistent variable and class names

# 3. Commenting:

- a. Use meaningful comments to explain the code's purpose
- b. Well documentation of input/output details

# 4. Best Practices:

- a. Avoid global variables
- b. Write modular, reusable code