

Team Working Agreement

Team “Artificial Asynchrony,” agrees to comply with the following expectations for good productivity of the Capstone Computer Science Project. Our team agreed to fulfill all project responsibilities, planning, progress, timelines and communications while collaborating with each other. We agreed to help each other in areas where our team lacks the necessary skills to accomplish our goals.

Agreements:

Meetings & Communication

The team agrees to communicate through emails, Discord and Microsoft Teams. All team members will be present for bi-weekly meetings twice a week on Mondays 9pm EST and Thursdays 8pm EST. The team agrees to participate on Discord while utilizing their laptops on voice chat. When on Teams everybody is in presentable attire and conditions during recordings for the retrospective and sprint planning.

Team agrees to utilize Jira for timelines and schedules. Our team is using Google Docs to collaborate in real time so all the members can participate at the same time. Google Docs will assist our team in preparing papers, documents and PowerPoint slides. Members will also utilize GitHub to aid with the completion of the project.

The team leader is in charge of all email communications with the professor and all submissions on BrightSpace/Classes. All sprints and schedules are overseen by the Scrum Master.

Respect

It is prudent that all members be mindful and respectful of each other when communicating. All ideas, planning of the project will be acknowledged, considered, and accepted without judgment. Any member with a problem will communicate it with the team through Discord.

Team Leader: Kassandra Camarillo

Scrum Master: Henry Kim

Team Members: Abed Mussawi, Andrew Rowan and Jonathan “Aviel” Sánchez