

Team Agreement for Capstone Project Sprint 0

1. **Communication Protocol:**

We will maintain consistent communication through our designated platforms (e.g., WhatsApp, Google Meet). Weekly check-ins will be scheduled to discuss project progress and address any challenges encountered.

2. **Defined Roles and Responsibilities:**

Each team member will be assigned specific roles based on their strengths and interests (e.g., coding, documentation, testing). These roles will be established and agreed upon at the outset of the project to ensure clarity and accountability.

3. **Deadline Management:**

Clear deadlines will be established for each project phase and milestone. All team members commit to adhering to these timelines to facilitate timely project progression.

4. **Adherence to Coding Standards:**

We will comply with established coding standards and best practices (e.g., appropriate comments, consistent formatting) to ensure that the codebase remains maintainable and comprehensible to all team members.

5. **Responsibility and Accountability:**

Each team member is accountable for their assigned tasks and is expected to communicate any issues or delays promptly to the group to minimize disruptions to the project timeline.

6. **Conflict Resolution:**

In the event of disagreements, we will address conflicts in a constructive and respectful manner, striving to reach a consensus that is acceptable to all parties involved.

7. **Collaborative Presentation and Documentation:**

We will work together to prepare a comprehensive final presentation and ensure that all project documentation is complete, organized, and readily accessible to all team members.