

## Team Working Agreement - The Minions

### 1. Responsibilities:

- Each member is responsible for completing their tasks on time and maintaining the quality of their work.
- Members must inform the group if they encounter any blockers that could delay the project.

### 2. Communication:

- We will use common platforms like WhatsApp for quick communication and updates.
- Weekly meetings will be scheduled to review progress and discuss tasks.

### 3. Meeting Attendance:

- All members are expected to attend scheduled meetings unless there are unavoidable circumstances.
- Absentees should catch up on meeting notes to stay informed.

### 4. Collaboration:

- All members are expected to contribute to their assigned roles (frontend, backend, machine learning).
- Teamwork will be encouraged by helping each other when someone faces challenges or needs feedback.

### 5. Deliverables:

- Each sprint will include presentations and documentation updates as required.
- Work will be reviewed by peers to ensure quality before submission.

### 6. Code and Documentation:

- Code should follow basic best practices for readability and functionality.
- Documentation (tech papers, wikis) will be updated regularly by the respective team members.

### 7. Decision-Making:

- Major decisions will be made collectively during meetings.
- In case of disagreements, majority voting will determine the final decision.

### 8. Conflict Resolution:

- Conflicts will be discussed openly during meetings, with all members encouraged to share their views.
- If unresolved, the issue will be escalated to the **professor** for guidance.

### Team Members

Chandrasekar Vaishnavi  
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Kothuru Christiana Heden  
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Mothkuri Deepika  
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