**Team Contract**

Team Name: \_\_\_\_\_\_\_5CS03 - D\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_21.01.2021\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| GOALS: What are our team goals for this project?  What do we want to accomplish? What skills do we want to develop or refine? |
| Our team goals for this project are to improve the existing knowledge accumulated so far while working effectively as a group. We want to refine Java programming and database development skills and develop new useful skills for collaborative work environments. |
| EXPECTATIONS: What do we expect of one another in regard to attendance at meetings, participation, frequency of communication, the quality of work, etc.? |
| We expect of one another to attend the timetabled lectures and tutorials in order to get valuable guidance and feedback from our tutors and learn how to use the necessary tools for this project. We also expect to have discussions outside of these scheduled times so that we can ensure we have enough time to work together as well as individually. |
| POLICIES & PROCEDURES: What rules can we agree on to help us meet our goals and expectations? |
| We agree to provide each other regular feedback, while respecting each other’s opinions, ideas and different points of view.  We agree on consulting and making decisions together, ensuring a fair approach in this process, while working in our best interest as a group.  We also agree on helping each other as much as reasonably possible when facing difficulties. |
| CONSEQUENCES: How will we address non-performance in regard to these goals, expectations, policies and procedures? |
| In the case of non-performance, we would try initially to approach each other and help identify the issue, hoping to defeat the obstacles together in a respectful and considerate manner. If this step is ineffective, we would then raise the issue with our teachers to see what the options are. |

We share these goals and expectations, and agree to these policies, procedures, and consequences.

Rafi Baraky

Team member name

Keith Reyes

Team member name

Tsz-Wun Cheung

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