

## Group Project Contract **PEAK**

<b>Team Name:</b>	[ ENTER YOUR TEAM NAME ]
<b>Team Members:</b>	1. Jaleta Tesgera
	2. Oriana Penaloza
	3. Emily Davis
	4. Segni Tulu

## Team Member Schedules

Mark the times anyone is **NOT AVAILABLE** to meet on a regular basis (not counting sporting events, performances, etc.):

Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8am-9am							
9am-10am							
10am-11am							
11am-12pm							
12pm-1pm							
1pm-2pm							
2pm-3pm							
3pm-4pm							
4pm-5pm							
5pm-6pm							
6pm-7pm							
7pm-8pm							
8pm-9pm							
9pm-10pm							

### Weekly Meetings

Block off a day and time your entire team could meet during the week if necessary to complete group work.

**Day: Tuesdays and Thursdays**

**Time: 9:15 am and to 10:25 am**

## Project Roles

**IMPORTANT:** Every group member must take on the responsibility of team lead for at least one project milestone, and all students will work on multiple aspects of the project during each milestone (not just their role responsibilities).

### Primary Role Responsibilities:

- **Team Lead**
  - Ensure all milestone tasks are being met (read through the milestone rubrics)
  - Communicate with team members to make sure everyone is completing their tasks and working toward the milestone completion
  - Drive presentations
- **Project Manager**
  - Plan and distribute milestone tasks
  - Ask what other team members need to complete their tasks, and provided it (if possible)
- **Technical Lead**
  - Gather technical requirements (what is needed to complete the milestone tasks?)
  - Solve problems
  - Work on the technical aspects of the project (engineering, tools, etc.)
- **Creative Lead**
  - Consider how users will interact with your project
  - Product design (color scheme, sketches, etc.)

**Note:** if your group has 5 students, the fifth role may be another technical or creative person.

Project Milestone	Team Lead	Project Manager	Developer	UX/UI Designer	
<b>Milestone 1</b>	Segni	Emily	Jaleta	Oriana	
<b>Milestone 2</b>	Oriana	Jaleta	Emily	Segni	
<b>Milestone 3</b>	Emily	Segni	Oriana	Jaleta	
<b>Milestone 4</b>	Jaleta	Oriana	Segni	Emily	
<b>Milestone 5</b>	Segni	Emily	Jaleta	Oriana	
<b>Milestone 6</b>	Oriana	Jaleta	Emily	Segni	
<b>Milestone 7</b>	Jaleta	Oriana	Segni	Emily	



At the mid-semester project proposal and upon project completion, each group member will evaluate every other member of the project team. The following rubric (left table) will be used in the assessment process. The additional expectations (right table) may be filled in and agreed upon by all group members, but will not be graded.

**NOTE:** Peer assessments may retroactively affect a student's grade for prior group deliverables. For example, if it is shown that a student did not appropriately contribute to the work of a milestone deliverable, the student will only receive a portion of the original group milestone grade, subject to instructor discretion based on available information.

[illegible]



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## Team Commitment

By signing this contract, you agree to be held accountable for the responsibilities set forth in the project expectations and scheduling of this document, along with any consequences for failing to meet those expectations.

Team Member Full Name	Signature (or initials)	Date
1. Oriana Penaloza	OP	09/06/2022
2. Jalet Tesgera	JT	09/06/2022
3. Segni Tulu	ST	09/06/2022
4. Emily Davis	ED	09/06/2022