

## Team Contract

### Goals

- What are the goals of the team?  
Learn about good software construction and apply the material we have learned in the last . We would like to become more familiar with concepts including networking, threads, sockets and I/O, and Swing. We would also like to gain experience implementing the model-view-controller and publish-subscribe design patterns.
- What are your personal goals for this assignment?  
We all would like to get good grades in 6.005 and improve our software design/ construction skills.
- What kind of obstacles might you encounter in reaching your goals?  
Lack of experience in implementing new concepts.
- What happens if all of you decide you want to get an A grade, but because of time constraints, one person decides that a B will be acceptable?  
We have all decided that we will shoot for an A.
- Is it acceptable for one or two team members to do more work than the others in order to get the team an A?  
Yes, but only if a member has a legitimate reason for not being a full contributing member.

### Meeting Norms

- Do you have a preference for when meetings will be held? Do you have a preference for where they should be held?  
Meetings can be held in any common area easily accessible by all group members. The times of the meetings will be decided on a meeting-by-meeting basis.
- How will you use the in class time?  
Meetings.
- How often do you think the team will need to meet outside of class? How long do you anticipate meetings will be?  
We will meet as often as needed to work towards finishing the project days early to leave time for unexpected issues. Meetings will be of variable length to work around each team member's schedule.
- Will it be okay for team members to eat during meetings?  
Yes.
- How will you record and distribute the minutes and action lists produced by each meeting?  
We will have a running to-do list on a Google doc and

### Work Norms

- How much time per week do you anticipate it will take to make the project successful?  
We estimate it will take between 20-40 hours per week.
- How will work be distributed?  
We will distribute work as evenly as possible based on individual preferences and the overall needs of the project.
- How will deadlines be set?  
We will set deadlines at each meeting and over email.
- How will you decide who should do which tasks?  
We will split the work as evenly as possible once we finalize our design.
- Where will you record who is responsible for which tasks?

We will keep track of tasks on a shared GoogleDoc, as well as keep each other posted on progress through email updates.

- What will happen if someone does not follow through on a commitment (e.g., missing a deadline, not showing up to meetings)?  
They will need to compensate the rest of their teammates in food and provide a reasonable explanation for why they did not follow through.
- How will the work be reviewed?  
We will peer review each other's code.
- What happens if people have different opinions on the quality of the work?  
Our peer review process will ensure we are all satisfied with each others' work/
- What will you do if one or more team members are not doing their share of the work?  
We will talk to the team member to understand what is going on and how we can work past the difficulties that arise.
- How will you deal with different work habits of individual team members (e.g., some people like to get assignments done as early as possible; others like to work under the pressure of a deadline)?  
All of us are planning to work on this project to get it done early, so this should not be an issue.

## **Decision Making**

- Do you need consensus (100% approval of all team members) before making a decision?  
Yes.
- What will you do if one of you fixates on a particular idea?  
Explain to them that they should be more flexible, and resort to 2/3 vote if necessary.