Communication

1) Team Meetings:
   a) We have determined that after our first meeting, all communication will be done through a Discord server. Here, we will send messages and have audio/video calls to discuss our project.
   b) We want to meet at least once a week, Tuesdays at 2:00 PM CST for general project updates. They will last around an hour, depending on our updates. Additionally, we may call separate meetings to answer any immediate questions that arise.
   c) We will have a channel on Discord where we will record important details from our meeting as well as various assignments we all have.

2) Assistance:
   a) To get assistance, Discord will be used to call other members for any assistance. We expect the average response time to be 5-10 minutes at most, assuming we're all at our computers.

3) Respect:
   a) We all agree that we have our own skills to contribute to our project. To ensure that ideas and work are not all coming from one person, we will record who does the work and, if necessary, where they drew ideas and inspiration from. We will all have a say in how the project will progress as evident from our minutes in Discord.

Collaboration

1) Work Distribution
   a) During our weekly meetings, we will discuss where we are, what tasks we have, and where we want to be. Any unforeseen complications will call for our additional meetings through the week if it requires all group members. Otherwise, Discord messages will be sent to ask questions or get advice.
   b) Pointer manipulation is Jason's strong suit, Gavin is semi-decent at BFS/DFS traversals, Nikita volunteered to lead

the test-writing, and overall we plan on collaborating as much as possible on determining how to solve a problem and implementing the solution.

2) **Time Commitment**
   a) Due to the various schedules, we don't have strict amounts of time we need to work on. We decided that as long as we are open about when we are working and when tasks are not being completed, we can discuss how to progress and manage work loads between people to complete weekly tasks.
   b) We have been open about our schedules and will appropriately assign work depending on workload, schedule availability, etc.

3) **Conflict Resolution**
   a) Disagreements between members will be discussed as a group during meetings. We agree to hold ourselves accountable for our mistakes and shortcomings, and we all have a passion for wanting to finish our project.
   b) Should any member be habitually late, or not working enough on the project, their name will be noticeably absent on our documents and code description. Their lack of participation will be reflected in our documentation, and when the submission deadline comes, it will be clear that other members participated much more often.