

## CSC106

### Group Norms and Team Contract

Group Member Names: \_\_\_\_\_Peter Majdalani\_\_\_\_\_Kevin  
Lattuada\_\_\_\_\_

The objective of this activity is for your group to decide upon group norms and craft a team contract. Your entire group should come to a consensus about these items.

Submit the link to this document as part of your quiz for today. Also share the link with everyone in your group.

Note that part of your final project grade will be the effort you put into your project.

Decisions (How will they be made? Majority, consensus, other?)

Decisions will be made by consensus and agreement by both partners.

Attendance (What are your expectations for the frequency and type of attendance for work outside of class/lab time?; What are legitimate reasons for missing? What do missing members have to do to make up for missed meetings)

Attendance should be no different than anything else, the same for work outside of class and lab time, legitimate reasons for missing is any important reason that the other person has and missing members have to make up for missing work.

Assignments (How will assignments be made? How will the group deal with members who do not complete (or poorly complete assignments?)

Assignments will be made using the SCRUM document. Looking over the work/redoin it will fix the problem of uncompleted work.

Participation (How will you communicate and share information; How will you ensure full participation of everyone? How will you honor member strengths and interests)?

Each member will have equal participation, with communication through discord we can easily share information.

Meeting Times and Locations/Mediums (How will you decide on locations and times that suit all members)?

Meetings times are TBD, locations can vary from either the library or a residence lounge.

Agenda and SCRUM Meeting Notes (Who will take them and in what format will they be shared?)

Both members will contribute to the SCRUM agenda and meeting notes, they'll be shared through the same SCRUM document.

Promptness (What do you expect and how will you handle lateness?)

Lateness is not a problem as long as the other member is notified/has a good reason.

Conversational Courtesies (How will the team encourage and reinforce active listening, sharing of the airtime, tangents, respectful dialogue, etc )

Since there's only 2 members, both members will continuously be in a one on one conversation which heavily reinforces active listening etc.

Enforcement/ Feedback (How will the team enforce its own rules? How do individuals prefer to give and receive feedback?)

Feedback will be based on the efficiency of code and how that code could be done more effectively/efficiently.

You may add additional norms here.