

Team Contract

Your group contract/working agreement should include these elements. Feel free to add other terms, too.

1. Full name and net ID of each of your team members.
2. To what goals do we all commit?
3. What are our “ground rules”? (Don’t make an exhaustive list—stick with just a few.)
4. By what means and how frequently will we meet or communicate?
5. What roles will we create? Include a description of exactly what each role is responsible for.
6. How will we hold ourselves and one another accountable? What (exactly) will we say to a team member who appears not to be contributing equally? To a team member who fails to deliver what was promised?
7. What do we do when we disagree? What approach to conflict to we all agree to uphold?
8. What are our procedures for re-visiting this contract?
9. What else do we want to include in this contract? (Consider adding a clause about how you will make this experience fun!)

A copy of this contract signed by all team members is due by the due date in CMS.