Forward

Objective

To prepare you for teamwork in the real world, you will work in teams to complete the collaborative project. To accelerate your team's development, a team contract is generated to establish procedures and roles to move the team more quickly into the performing stage. This process of generating a team contract can help jump-start a group's collaborative efforts by immediately focusing the team members on a definite task. The group members must communicate and negotiate to identify the quality of work they all wish to achieve, and the level of group participation and individual accountability they all feel comfortable with.

Your Task Herein

As a team complete the team contract template below. You may add any extra sections to your contract if you feel the need for establishing team procedures, identifying expectations, and specifying the consequences for failing to follow these procedures and fulfill these expectations. To reduce the possibility for team conflict, make your contract as specific as possible.

1. **GitHub Team Name**

   Ghostbusters

2. **Team Members**
   - a. Person 1   Lucian Prinz
   - b. Person 2   Ava Hoeger
   - c. Person 3   Nick Ortiz
   - d. Person 4   Ariel Kanavsky

Team Procedures

1. Day, time, and platform for regular team meetings:

   1:00 pm Fridays   Keck lab

2. There will be many points at which you will need to make decisions for how to implement your agents, and disagreements in the team might arise in preferred direction. How will these disagreements be settled? (e.g., consensus, majority vote, etc.)

   weigh pros cons

3. Team Roles are important for making sure that someone is in charge of all essential components to complete the project. **Although it is expected that ALL teammates will actively participate in the development of the project code,** indicate which team member will serve in each of the following roles and be responsible for the tasks set forth therein (a single team-member may be responsible for multiple roles but all team members must have at least one role):

Role	Team Member
Project Manager • Ensures that all team members are on the same page during development • Creates Issues on your GitHub repository whenever a new task or problem arises • Organizes issues and assigns to team members using the GitHub Projects page • Sets agendas for meetings • Notifies instructor if there are any team conflicts or problems with teammates	Ari Kanevsky
Strategist • Collates team's desired strategies for the Pacman agents to succeed against the baselines and opponents in the tournament • Organizes team in designing action-features, neural network architecture, state-action space, reward functions, exploration functions, etc. for implementing these strategies • Serves as team liaison for organizing scrimmages with other teams	Lucian Prinz
Documenter • Ensures quality documentation of any written code has been provided • Makes notes on Issues on GitHub repository whenever needed or resolved • Makes notes of what has happened and what needs to be done at each meeting	Ava Hoeger
Quality Assurance • Ensures that the team is in compliance with all assignment requirements • Generates tests that will validate proper functionality and makes logs of successful strategies • Validates any pull requests before accepting	Nick Ortiz

Team Participation

1. Specify below how you will encourage and include ideas from all team members:

> Open communication hearing everyone out Create an inclusive environment open to ideas

2. Specify below how you will ensure equal distribution of tasks and work:

> Meet in person work together on problems decide what needs to get done for the next meeting.

3. Specify below what steps you will take if a team member is not fulfilling their role, missing meetings, and exhibiting other forms of nonparticipation (hint: compassion first):

> Talk to team member, see why, understand. If someone hasn't been pulling their weight assign to them work.

Final Agreements

- All members of the team must have participated in formulating the standards, roles, and procedures stated in this contract.
- All members of the team agree to follow these policies to the best of their abilities.
- It is understood that there will be two peer assessment checkpoints for this project:
  - 1 month before the deadline, at which point, if there is discord in the team, then the team may be split up or members removed following instructor mediation.
  - At the project's conclusion, at which point a portion of the final project grade as detailed on the spec will come from favorable peer evaluations.
- All members of the team understand that the 1-month-pre-deadline checkpoint will be the final chance to make changes to the team.
- The team members signed below agree to all of the above:

Team Members' Names	Team Members' Signatures
Ariel Kincvsky	*(signature)*
Ava Hoeger	
Lucian Prinz	*(signature)*
Nick Ortiz	

October 3, 2022