

CSC106

Group Norms and Team Contract

Group Member Names: **Dom Silva , Lee Suy**

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?)

Majority of the decisions made have to be agreed upon by everyone. We all must be on the same page and agree before proceeding onto the next thing.

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)

3 times a week, everyone works on the assignment. Once a week, we meet in the library. Other reasons for missing are either sick or family emergencies. If we miss, we just have to t

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

Assignments for the final project will be evenly distributed throughout each member. If a member is not completing each assignment, we will talk to the member and if the member who is not completing assignments will be reported to the professor.

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

Contact information will be exchanged such as phone numbers and email addresses. All members will discuss a good day of the week where we can all meet at URI library to discuss and code the final project.

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

As mentioned before, now that we have met our partners for the final project, we will discuss what days work best for everyone to work on the project outside of class in person such as the library.

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

Lee will be taking SCRUM notes. And the format being used will either be google docs or through microsoft excel.

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

Depending on how late the member is to every meeting and if it's consistent behavior, we will discuss the issue to the member as a team. If behavior continues after we have spoken to the member we will either report to TA or Professor.

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

By paying attention and summarizing what each member job is throughout the final project and withholding any judgement.

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

Main rule when giving feedback to each member is to be respectful. However, if other members notice poor work or errors in others work, members must correct them in a way that shows them where they did a good job but also where the code could have been written clearer or more efficiently.

You may add additional norms here.