CSC106

Group Norms and Team Contract

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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?)

- We will come to a consensus between the both of us on how we will go on with the project.

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)

- Missing meetings should be rescheduled and communicate with the partner why it was missed. If it can't be rescheduled we can communicate what we will be doing and expect to be done.

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

- Talk 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)?

- Assign roles that will be better for the partner to participate

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

- Most Likely online and in class

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

- We will help each other

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

- Tell the partner that something is late and communicate how we will make up for it.

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

- Normal

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

- …

You may add additional norms here.