TEAM CONTRACT

Course Name: CSC 4152 Software Engineering II

Professor: Dr. Arias

Class Day / Time: T/Th 12:50-2:50 PM

Student Names: Chandler Stevens, Matthew Paik, David Ang, Jason Djajasasmita

Team Name: SpendSages

Product: WalletWatch

WEEKLY REVIEW MEETINGS

Every week at Monday 11:00 AM PST we will meet up in a video call in Teams to discuss the project.

The discussion may include but not be limited to:

* Backlog on the project
* Member distribution of tasks
* Previous week’s work
* Team progress reports
* Future Tasks
* Code Design Review (CDR)

RULES, ROLES, AND EXPECTATIONS

Here are several rules and expectations each team member is expected to follow:

* Be respectful to one another
* Be professional
* Meet up for each weekly review session (Unless excused)
* Be proactive on the tasks assigned to you
* Communicate through Teams when necessary (Send emergencies through text)
* Ask for help when needed

|  |  |  |
| --- | --- | --- |
| Name | Role (Weekly Review Meetings) | Expectations |
| Chandler Stevens | Scrum Master | Starts SCRUM meetings and examines progress for each Sprint |
| Matthew Paik | Scribe | Summarizes and logs key points of weekly meetings |
| Jason Djajasasmita | Moderator | Makes sure certain topics are discussed during meetings |
| David Ang | Task Manager | Manage tasks for each member in Jira and GitHub |

BIWEEKLY PERIODICAL ASSESSMENT REVIEW RUBRIC

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Rules**  \*0-5\* | Chandler Stevens | Matthew Paik | David Ang | Jason Djajasasmita |
| Be respectful to one another | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ |
| Be professional | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ |
| Meet up for each weekly review session (Unless excused) | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ |
| Be proactive on the tasks assigned to you | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ |
| Communicate through Teams when necessary (Send emergencies through text) | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ |
| Ask for help when needed | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ | \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_  \_,\_,\_,\_ |

WEEKLY ACTIVITY LOG

|  |  |
| --- | --- |
| DATES | SUMMARY |
| 2020-04-14 | Begin Sprint 1: |
| 2020-04-20 | Begin Sprint 2:  Biweekly Periodical Assessment Review: |
| 2020-04-27 | Begin Sprint 3: |
| 2020-05-04 | Begin Sprint 4:  Biweekly Periodical Assessment Review: |
| 2020-05-11 | Begin Sprint 5: |
| 2020-05-18 | Begin Sprint 6:  Biweekly Periodical Assessment Review: |
| 2020-05-25 | Testing Phase: |
| 2020-06-01 | Data Collection Phase: |
| 2020-06-08 | Release Phase:  Biweekly Periodical Assessment Review: |

CONTRACT AGREEMENT

This is an official contract. Once you have signed it, you are accountable.

|  |  |  |
| --- | --- | --- |
| Name | Signature | Date |
| Chandler Stevens | Chandler Stevens | 2020-04-14 |
| Matthew Paik | Matthew Paik | 2020-04-14 |
| Jason Djajasasmita | Jason Djajasasmita | 2020-04-14 |
| David Ang | David Ang | 2020-04-14 |