

Team Contract

Goals

- What are the goals of the team?
 - good working karaoke machine
 - Decent grade (90%)
- What are your personal goals for this assignment?
 - Matt - get better at writing tests
 - Sophia - become a partition master
 - Chessa - become a good code collaborator
- What kind of obstacles might you encounter in reaching your goals?
 - Distractions
 - time management
 - In-season athletics
 - end of semester slump
- What happens if all of you decide you want to get an A grade, but because of time constraints, one person decides that a B will be acceptable?
 - We will all accept a B but we will obviously shoot for an A.
 - If one person is really not holding their weight and we are in range of a A and they are the reason we might fall, we will be more strict on them.
- **Is it acceptable for one or two team members to do more work than the others in order to get the team an A?**
 - Acceptable as long as everyone has completed their necessary tasks, its fine and encouraged for someone to go above and beyond!

Meeting and Communication Norms

- **How will you use the in-class time?**
 - check in with TA
 - Make plans for work schedule, but work elsewhere / other times
- How often do you think the team will need to meet outside of class? How long do you anticipate meetings will be?
 - Every other day, for at least 2 hours or so (to be adjusted if needed)
- Where and when will outside-class meetings be held?
 - Coffeehouse, time TBD
- **How will you communicate outside of meetings?** (Email list? Real-time messaging platform?)
 - Text group

Work Norms

- How much time per week do you anticipate it will take to make the project successful?
 - 15 hrs/week
- **How will work be divided among team members?** (Show how you filled in the Latin square from the project handout.)

	Parsing & AST	Sound playback	Lyrics streaming
Specs	Sophia	Matthew	Chessa
Test	Matthew	Chessa	Sophia
Code	Chessa	Sophia	Matthew

- **Where will you record who is responsible for which tasks?** (You will have more fine-grained tasks, and the Latin square is too coarse by itself.)
 - We will text about it, and make sure that everyone has the same amount of fine-grained tasks
- How will deadlines be set?
 - We will have group discussion in class to set deadlines.
 - We will also consult TA on how much time she thinks tasks might take so we can be realistic with our deadlines
- What will happen if someone does not follow through on a commitment (e.g., missing a deadline, not showing up to meetings)?
 - The other two members will talk to the third about the reason they missed the deadline and will lay out a plan on how to make up the missed time with the member who missed it.
 - May include the other two helping the third on completing the task.
 - This also might just require the individual to do extra missed work on their own too
- How will the work be reviewed?
 - We will always have one person review code before it is accepted as complete
 - All coding will be done using pair programming when we are together
- What will you do if one or more team members are not doing their share of the work?
 - We will have some forgiveness, however they will have to purchase all snacks the next night, or chipotle the next day (and will have to complete their missed work)
 - We will also try and not let each other leave workplace without finishing work
- How will you deal with different work habits of individual team members (e.g., some people like to get assignments done as early as possible; others like to work under the pressure of a deadline)?
 - We all fall under the latter, so if someone exhibits habits of the former it is a welcomed bonus, but not expected.

Decision Making

- Do you need consensus (100% approval of all team members) before making a decision?
 - Yes for high level decisions such as overall functioning of the project and how components should intertwine, no for low level decisions such as the hidden rep of an individual class.
 - The person assigned to do the task's opinion carries the most weight when making decisions about that section of the project.
 - If there is conflict, the opposing sides can present cases for why each idea is a good idea.
- What will you do if one of you fixates on a particular idea?
 - We will try and let everyone argue their point, and if we still can't reach a decision, we will consult the TA for an extra vote in support of or against an idea

Signed:

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Sophia E. Struckman

Matthew J. Beveridge