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MS0 Charter: Team Expectations

List of expectations

- We are dedicated to the group and our want to produce something fun (and functional)

- We all respect each other's schedules and plan accordingly

- We all respect each each other's opinions and listen to what we all have to say

- We actively work to resolve any problems we encounter as a team

- We are able to respond positively to the suggestions of others and strive to improve

- We all stick to the meeting schedule and will give notice if we can't make any

- We strive to point out and eliminate any confusion as soon as it arises

- We believe in each other and will rely on each other to do their parts

- We work well as a team and can be ourselves within the group

Protocol

- We will communicate with each other through group messaging that we have set up.
  - We will also set up a Slack workspace in the near future to loop in our project manager and integrate more closely.
- We expect that when someone group messages others, the other members respond right when they see it, or the next best time for them.
  - We expect that this should take no more than 6 hours during weekdays, or 8 on weekends, excluding sleeping times.
  - We expect that these guidelines should tighten up as work intensifies towards a deadline; for example, in the week leading up to deliverable deadlines, tightening up the deadlines by half would be a reasonable expectation.

- Near deadlines, we will meet more frequently to resolve any last minute issues.

  - Anything complicated that can't be resolved quickly over Slack / group messaging will require us to meet either virtually or in-person, e.g. design decisions, dividing up large tasks, last minute failing tests, etc.

- Major design decisions and large amounts of code that require more than one person's work will trigger the need to meet such that all members are on the same page.

- In the unfortunate circumstance when a teammate is unreachable or has been unresponsive for more than three attempts or two days, we will reach out to course staff for assistance. We will also commit to seeking help when we are unable to debug code ourselves through Ed Discussions or Office Hours.

Question responses

"What are the ideal qualities of a teammate?"

- Willing to help each other out with any issues that they have

- Gives constructive criticism when they are giving feedback

- Handles conflicts in a firm but respectful way

- Support their teammates with any challenges they encounter

"What are the ideal qualities of a programmer?"

- Someone who writes clean and efficient code using test-driven development

- Someone whose code is self-documenting by choosing appropriate variable and method names, whose code is readable, and who documents their code clearly and concisely so the reader can understand

- Somebody who takes responsibility and tests their own code thoroughly from a glass box perspective

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- Somebody who helps test others' code from a black box perspective and provides insight

  into failed tests