CSCC01 Team Contract
Fall 2021

September 19, 2021

1 Methods of communications

- Discord (Channels: CSCC01 Group/CSCC01 Fall @ 2021)

- Email (UofT emails)

2 Communication Response Times

Communications should be provided a response within one business day. This includes email and Discord communications.

3 Meetings

3.1 When and where

Meetings are performed online, and meetings are mandatory unless otherwise excused. Meetings will occur weekly.

3.2 Preparation

Bring a summary of what you've completed and any feedback/blockers since the last meeting.

3.3 During meetings

Minute-takers rotate each meeting. The order is as follows:
- Andrew (FlamesRunner)
- Kiryl (..........)
- Michael (Legacy)
- Seyon (Stevey)
- Daniel (Genesis)

3.4 Product demos

They will occur on Thursdays, from 2:00PM to 3:00PM EST.

4 Version control

4.1 When to make a commit

Whenever you work on a feature as supplied in the sprint backlog, you should make a commit to a separate branch, which is named by the task followed by the team member's name.

4.2   Log messages

Be succinct. Your log message should contain a brief description of what was added/changed/removed. If your commit message is too long, there is a likelihood that either:

    - You worked on too much for a single commit

    - You need to provide a summary, not an entire run-down of a feature's changes.

5   Division of work

5.1   How tasks will be divided

In the end, tasks should be divided based on how much each team member can handle; it is unfair for a team member who has had less experience with a particular technology to be punished for the choices of the rest of the group.

In addition, the difficulty of a task is considered. The allocation of tasks will involve a base commitment of time (5 hours per week), and where required this can increase/decrease with consensus by the team.

5.2   Who decides task allocation

This will be discussed by team members, and will be agreed upon by a vote.

6   Submitting assignments

6.1   When to submit

Submissions will occur at most within three days of the required deadline, once the team approves a completion date.

6.2   Who will submit it

A designated team member will submit the assignment within the required completion date.

6.3   Who will review the submission

Every team member should review the assignment prior to submission and approving it.

7 Contingency planning

Life happens, and so if for some reason, a team member consistently misses meetings, is academically dishonest, or drops out – although no grudge is held, there will be a probationary period in which the team member, and with assistance from the instructor will determine the appropriate course of action.

8   Signatures

Please sign below according to your name with the date.

Approved: Andrew Hong

Approved: Kiryl Kul

Approved: Michael Kang

Approved: Seyon Kuganesan

Approved: Daniel Zhang