6.005 Project Phase 2 Contract

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Andrew Hochstadt, Carolyn Chang, Mikael Mengistu

Goals

- What are the goals of the team?
    - Collaborate efficiently to create a an excellent implementation of pingball
    - Cultivate a positive working environment where there is equal participation by all members
    - Accomplishing tasks in a timely manner without procrastination
- What are your personal goals for this assignment?
    - Be accountable for the tasks I've been assigned
- What kind of obstacles might you encounter in reaching your goals?
    - Bugs that take longer to debug than expected
    - Other commitments (though it seems we are all relatively free of other commitments compared to most weeks)
- 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 don't anticipate this being an issue, as all of us are very driven to get an A, but if this is an issue, like all other disputes it will come down to a majority vote after sufficient discussion
- Is it acceptable for one or two team members to do more work than the others in order to get the team an A?
    - In some cases this is acceptable. Under normal circumstances work will be divided as equally as possible.

Meeting Norms

- Do you have a preference for when meetings will be held? Do you have a preference for where they should be held?
    - We will be working at either at the Delts or Alpha Phi house. Besides working during lecture and recitation hours, we plan to meet during the evenings.
- How will you use the in-class time?

- ○ For lecture times, if we have questions, we will stay in 34-101 and work. If not, we will go to Stata Basement (or other location) and work as a group
- ○ For recitation times, we will meet in office hours on Tuesday and Thursday at 1pm in 34-303
- How often do you think the team will need to meet outside of class? How long do you anticipate meetings will be?
  - ○ For Starting Sunday the 4th we plan to meet almost every day. Each meeting being at least 1 hour.

Work Norms

- How much time per week do you anticipate it will take to make the project successful?
  - ○ To make this project successful, we plan to meet basically every day. We will take advantage of the office hours during lecture/recitation hours and meet in the evenings. We plan to meet often to keep each other accountable.
- How will work be distributed?
  - ○ During our first meeting, we will work together to discuss how to merge our code from phase one. After merging the code, we plan to discuss our approach for phase two and then divide the work as necessary from there. We'll decide on the overall approach and specs and see how to divide the work after understanding the overall design.
- How will deadlines be set?
  - ○ Our first deadline that we decided on was to merge our code during this weekend. But since we'll be meeting often, we will be setting our short-term goals at the end of each meeting. We'll try to make some form of progress each day to make sure we don't have to cram as the deadline approaches.
- How will you decide who should do which tasks?
  - ○ We'll try to distribute the tasks based on everyone's strengths and weaknesses.
- Where will you record who is responsible for which tasks?
  - ○ We will decide on the division of work on Sunday and document it in a Google Doc and in emails
- What will happen if someone does not follow through on a commitment (e.g., missing a deadline, not showing up to meetings)?
  - ○ It's understandable if someone has a busy week and might not be able to meet during all of our evening meetings but we plan to meet during regular lecture and recitation hours. Since all of us are driven to finish this project at a high quality

and on time, there is an expectation to let the other members in the group know if he/she may not be able to complete a task on time.

- How will the work be reviewed?
  - We trust each other's contributions and just expect each other to comment the code thoroughly and make sure the code is neat so that we can at least skim through each other's code and understand the idea behind it.
- What happens if people have different opinions on the quality of the work?
  - We'll just discuss it amongst each other and decide on a standard. After the work is well documented and functional, if someone else wants to neaten the code further- they have the liberty to do so.
- What will you do if one or more team members are not doing their share of the work?
  - We don't expect this to be a problem since we are all friends and are all driven to finish this project.
- 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 discussed that we'll try to meet every day to make sure that we make consistent progress throughout project. We all agreed that we'd try to make sure we make enough progress early on so we don't have to cram later as the deadline approaches.

Decision Making

- Do you need consensus (100% approval of all team members) before making a decision?
  - We would like 100% consensus, however are aware that this is not always achievable. In the event of disagreement we will designate twenty minutes to discuss possible ideas and then defer to a majority vote.