FIT2002 - Assignment 1
LoopCare: Digital Wellness Companion

Team Number: 0103
Team Members:
Joseph Smith (33840334)
Nidhin (34778675)
Jack Rudd (35084243)
Chengwei Zu (35002875)

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Deliverable 1 - Team Working Agreement

FIT2002 – Working Agreement (Team Charter)	
Team number	0103
Team members	Joseph Smith, Nidhin, Jack Rudd, Chengwei Zu
Team objectives	To achieve an HD in this unit
Team characteristics	Our team is friendly and collaborating. We as a team strongly believe that we could work together efficiently towards our goal in this unit.
Core values	- Communication - Openness to feedback and learning - Respect team member's ideas - Fair and equally divided responsibilities - Teamwork - Timely submission - Accountability - Quality of work
Group norms and code of conduct	We will all equally contribute to group work and ensure we complete assignments in a timely manner. When completing an assignment we will identify what needs to be completed and divide the work evenly. We will make sure to discuss and critique the work done by all to ensure everyone is content with the standard and quality of work.
Participation and collaboration approach	We consider using text messages and early-informed meetings to discuss the project and individual progression. Platforms like Google Drive and Trello would also be considered to effectively collaborate with the team. Feedbacks would be provided during the meeting sessions.
Communications	Instagram for informal and fast communication Weekly meeting All decisions and document changes should be shared with team members. If the problem could not be resolved through discussion, it will involve a tutor .
Problem solving	We will strive to communicate anything that impedes our ability to complete our part of the group work and work to create a solution. We will also try to complete parts of the assignment in advance of the due date to account for any unforeseen circumstances. As for differing opinions on the direction we take in the assignment could involve a discussion about the pros and cons of the viable options and we would then discuss how to proceed.
Conflict management	If any conflict happens within the team we plan to have a group discussion on the reasons for having different perspectives and vote it out, thereby giving everyone's opinion a fair and equal chance.
Signatures	Nidhin Joseph Smith Chengwei Zu Jack Rudd