

**Group Agreement and Plan**

This task is marked as a group and is worth 1 mark out of 3.

**Group Members**

Name	Contact information	Scheduling Information
Trung Kien Nguyen	<a href="mailto:104053642@student.swin.edu.au">104053642@student.swin.edu.au</a>	
Barua Promit Prosun	<a href="mailto:104183675@student.swin.edu.au">104183675@student.swin.edu.au</a>	
Nuyang Rai	<a href="mailto:103843460@student.swin.edu.au">103843460@student.swin.edu.au</a>	
Pham Tuan Nguyen Truong	<a href="mailto:104213417@student.swin.edu.au">104213417@student.swin.edu.au</a>	

**Group name (optional)**

*Group 4*

**Group style and roles (in detail)**

*Who does what and how will you work together?*

*Who will be responsible for submitted deliverables?*

*Trung Kien Nguyen*

*Who will ask questions on behalf of their group on Canvas discussion boards?*

*Trung Kien Nguyen*

**Timeline (in detail)**

*When do you need to make decisions by? When do tasks need to be done by to make sure you submit on time? (Aim to submit BEFORE the deadline to allow for unforeseen circumstances).*

*As we have discussed, all the group activities should be done by us at least 1 days before the due date*

**Communication Plan (in detail)**

*Decide and document how your group will communicate with each other and collaborate on a regular basis during the project. This could include meeting via Zoom, communicating via a Facebook group, Canvas, using cloud services for shared documents etc. How often and how will you communicate? What are your expectations on others responding to your communications?*

*We will use Ms Team as tool for weekly meetings, and Messenger for discussing group activities.*

**On-track behaviours (in detail)**

*What behaviours will result in great group outcomes?*

Responsibility  
Team-work ability  
Problem-solving  
Communication and interacting skills

**Off-track behaviours (in detail)**

*What behaviours would result in group outcomes that aren't great?*

Laziness  
Slow task progress

**Resolving tensions (in detail)**

*How will we resolve tensions/off track behaviour **as a group**?*

*Encourage each other to do all the activities.*

**Group Members**

Name	Signature
Trung Kien Nguyen	(Signed)
Barua Promit Prosun	(Signed)
Nuyang Rai	(Signed)
Pham Tuan Nguyen Truong	(Signed)

