CSC106

Group Norms and Team Contract

Group Member Names: Nathan Sirois, Kyle Cabral

The objective of this activity is for your group to decide upon group norms and craft a team contract. Your entire group should come to a consensus about these items.

Submit the link to this document as part of your quiz for today. Also share the link with everyone in your group.

Note that part of your final project grade will be the effort you put into your project.

Decisions (How will they be made? Majority, consensus, other?)

Consensus by both members of the group in class or online.

Attendance (What are your expectations for the frequency and type of attendance for work outside of class/lab time?; What are legitimate reasons for missing? What do missing members have to do to make up for missed meetings)

Both group members should try to show up to every class meeting but if they are unable to attend for some reason the other member will fill them in. Legitimate reasons

include: health issues, family or otherwise emergencies, any other situation that is unavoidable and does not allow the member to attend class.

Assignments (How will assignments be made? How will the group deal with members who do not complete (or poorly complete assignments?)

There will be collaboration as to what each group member is expected to complete and when. If the assigned work is not completed the group member who was assigned it will be expected to still finish it at a newly determined due date. If needed the other group member can give assistance to complete the work.

Participation (How will you communicate and share information; How will you ensure full participation of everyone? How will you honor member strengths and interests)?

Both members will be expected to put in equal effort throughout the project as well as equal work to show for it. If that isn't the case at the end we will determine what percentage each group member should receive credit for.

Meeting Times and Locations/Mediums (How will you decide on locations and times that suit all members)?

We will mostly be communicating over text and in class and that will be how we determine meeting times.

Agenda and SCRUM Meeting Notes (Who will take them and in what format will they be shared?)

We will be taking notes through Excel. Both members will contribute to the meeting notes with comments and our progress.

Promptness (What do you expect and how will you handle lateness?)

If a member shows up late they will be filled in on any new developments and will get helped out by the member that was present.

Conversational Courtesies (How will the team encourage and reinforce active listening, sharing of the airtime, tangents, respectful dialogue, etc)

 Through acting respectfully to our group partner at all points of the programming project process.

Enforcement/ Feedback (How will the team enforce its own rules? How do individuals prefer to give and receive feedback?)

 We will discuss with one another if rules are not being followed or respected. Feedback will be through class time and text.

You may add additional norms here.