Team Contract

Team Name: \_\_Dana Boor and Nihaal Zaheer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_19May2022\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| GOALS: What are our team goals for Lab work?  What do we want to accomplish? What skills do we want to develop or refine? |
| -Our goal as a team is to successfully complete each lab to the best of our ability. We will strive to understand the concepts practiced in the labs and turn in the best work possible.  -We want to perform the labs with the mindset of reinforcing ideas and concepts covered in lecture. We will arrive to each lab on time and prepared.  -Our team is looking forward to the opportunity to learn more about C programming and the integration of computer programming with various types of hardware. |
| EXPECTATIONS: What do we expect of one another in regard to attendance at meetings, participation, frequency of communication, the quality of work, etc.? |
| As a team, we expect each member to arrive to lab on time and prepared. This means that each member will have completed the prelab (if applicable) before the lab begins and will have read over the lab completely before starting. Team members are expected to contact each other immediately in the event that a member will be absent from lab. Team members are expected to turn in the best quality work possible.  Team members have shared contact information and are expected to communicate on a daily basis in class. Outside of class, team members are expected to respond to communication attempts within 24 hours. |
| POLICIES & PROCEDURES: What rules can we agree on to help us meet our goals and expectations? |
| -Group members will be in attendance for each lab and lecture. In the event of an emergency, team members are expected to notify fellow team members and instructors that they will be absent.  -Group members will ensure that they are prepared for each lab. Prelabs will be completed and labs will be fully read through before lab begins.  -Group members will meet outside of class as necessary to complete projects/labs. |
| CONSEQUENCES: How will we address non-performance in regard to these goals, expectations, policies and procedures? |
| -Group members will be warned by fellow group members if their behavior/performance is not in keeping with the standards specified by this document. If the team member is still not performing as expected after being talked with by fellow team members, the TAs and instructor will be notified of the problematic behavior. |

**We share these goals and expectations, and agree to these policies, procedures, and consequences.**

Dana Boor

Team member name

Nihaal Zaheer

Team member name

Team member name

Team member name

Team member name

Team member name