

## CSC106

### Group Norms and Team Contract

Group Member Names: Derrien Walters Neil MacLeod

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

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)

Meet at least once a week, Tuesday after CSC 106, via Zoom

Derrien: will setup meetings and invitation today.



Legitimate reasons for missing meetings: 1. Emergencies

If the meeting is missed we will meet the following Sat. in the afternoon at 3PM.

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

Pair Programing

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

Share communication via email and zoom. We will use the SCRUM doc to track personal assignments and zoom to the peer program.

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

Tuesdays after class via Zoom meeting



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

Neil will take the SCRUM notes

Shared via google sheet.

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

We will extend meeting to equal time missed due to lateness.

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

Open and honest communications.



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

Personal responsibility to the group rules, and we will hold each other accountable.

Preferred feedback in both written and verbal.

You may add additional norms here.

Mics unmuted as much as possible.

Branch programming is okay. Discuss merges before implementation.