**Team Charter**

**Group :  SANS**

Members:

Noman Ahmed Khan

Sandesh R. Thapa

Aman C. Parnar

Sravya Tanari

**Purpose and Key responsibility**

Working in teams is an incredible feeling but for the team to achieve the intended goal, it is necessary for the team members to be united for a common purpose. Everyone is expected to be clear about the roles and responsibilities and what is expected from each of them. As a team it's our responsibility to overcome our differences and problems to full fill the expectations from people around us which is to achieve success in our work with highest regard.

**Team Mission and Objectives or Goals**

* One major goal of the team is to learn new and improve on existing software development concepts and support one another to successfully complete the work.
* Another major goal of the team is to take roles seriously and stay committed to the project throughout the process.
* To ensure high levels of productivity and performance by all group members.
* In doing the project Integrity, Diversity, Efficient and Effective Communication and Accountability, all have been taken into consideration.

**Role Identification and Contact Details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Student ID** | **Role** | **Email** |
| Noman Ahmed Khan | 11567969 | Leader, Programmer | noman-ahmed-khan@live.com |
| Sandesh Raja Thapa | 11575549 | Researcher, Analyst | sandes.rtz96@gmail.com |
| Aman Kumar Chandubhai Parmar | 11569794 | Programmer, debugger. | aparmar62@gmail.com |
| Sravya Tanari | 11600546 | Documentation | sravyatanari07@gmail.com |

\*Although these initial roles have been identified, since we’re working with only 4 members, the roles will be swapped among the team as required.

**Project Obstacles**

* Constraints of Time
* Issues in Communication
* Differing preferences personalities, perspective, and priorities
* Stress

However, mitigating measures are taken into consideration which aim to overcome above obstacles.

**Ground Rules**

The basic values and operating principles and procedures that will govern our team:

* Meetings and Contact
  + Regular meetings in University Class- Every Monday 9:30 to 12:30 am.
  + Additional information exchange using E-emails, messages and our chosen push communication mechanism.
  + Meetings outside university will be held over Video conferencing through Skype.
* Every team member is expected to commit to the work and complete their tasks on time in order to succeed in given task.

**Strengths**

Noman:

* Task Orientated
* Good Programmer
* Outspoken
* Effective Team Leader

Sandesh:

* Work Ethic and Speed
* Writing
* Highly Motivated
* Results focused

Aman:

* Technical skills
* Problem-solving ability
* Dedicated
* Efficient programmer

Sravya:

* Efficient Analyzer
* Quick Learner
* Punctual and Flexible
* Productive

**Meeting and Communication Procedures:**

Meeting time: Every Monday 9:30 AM to 12:30 PM

Communication methods:

1. Messages over push communication (Primary Method)
2. Secondary forms of communication
3. Calls
4. E-Mails