Kai Xiao
Nicole Pan
Victor Zhang

Team Contract

Goals
- What are the goals of the team?
  - To learn about server-client interactions
  - To learn how to work effectively as a team on a software project
  - To make a product that shows our creativity
- Is it acceptable for one or two team members to do more work than the others in order to get the team an A?
  - No! We will all do equal work, but will help out the members who are struggling.

Meeting Norms
- **How will you use the in-class time?**
  - For lecture times, we will meet in Baker and use that time to work on our project.
- How often do you think the team will need to meet outside of class? How long do you anticipate meetings will be?
  - We expect meetings to last an hour, with a lot of individual outside work.
- How will you record and distribute the minutes and action lists produced by each meeting?
  - During our meetings, we will plan out what each member has to do. We will spend a lot of time outside of the meetings to implement our assigned parts.

Work Norms
- **Where will you record who is responsible for which tasks?**
  - In a Google Doc, we will have tasks and deadlines for each member.
- What will happen if someone does not follow through on a commitment (e.g., missing a deadline, not showing up to meetings)?
  - We think that if any member needed to miss a deadline, they would ask for help before the next meeting or the deadline. We don't anticipate any member not following through without proper notice.
- What happens if people have different opinions on the quality of the work?
  - We will discuss it at our meetings and come to an agreement. We will try to cater to the person who wants the highest quality.

Decision Making
- Do you need consensus (100% approval of all team members) before making a decision?
  - No, if 2/3 members approve, then we will go with the majority after some discussion.
- What will you do if one of you fixates on a particular idea?
  - We will talk to the person and make a pro-con list. If both of the other members don't agree, then we will move on from that idea.