**Deliverable #1: Team and Team Role Selection**

This assignment should be done in a team of either 3 or 4 students. Where possible, there should be an even balance of work across all team members, with all members participating in conducting the research, preparing the report and preparing the video presentation etc. Each team must appoint members to the following roles:

***Team Leader:***

* Responsible for chairing meetings
* Ensuring material is completed on time
* Communicating with the instructor as required – all communications must cc’ the other team members
* Responsible for working out any problems within the group
* Submission of all deliverables

***Leads:***

* *WebMaster:* Responsible for creation of the secure web site and posting the required items
* *Report:* Responsible for the creation of the report
* *Video Presentation:* Responsible for the creation of the video presentation

**NB:** Every team member must do a role and only one student can be assigned a role. In teams of less than 4 students, a student may do two roles**.**

***Team Problems***

This course is late in the BSD program, it is expected that you are well experienced in working in teams and dealing with team issues. **Given this, the instructor does not expect to be told of team problems at the last minute (i.e. 1 week before the end of the project) as this usually shows that a team has left things to the last minute and the issues often arise from poor planning.** If the team cannot resolve the problem a Problem Report can be filled and submitted to the instructor through e-mail, cc’ing all team members. In the absence of a Problem Report, all team members will get the same grade.

Deliverable #1

**Team Roles**

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| **Student Name** | **Responsibility** |
| Khai Phan - 100901164 | **Team Leader** |
| Marco Rico - 111708178 | **Lead: Webmaster** |
| Andriy Yevseytsev - 131845158 | **Lead: Report** |
| Carlianz Pura - 104375168 | **Lead: Video Presentation** |