

Team Contract

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Goals

- **What are the goals of the team?**
To successfully complete the project efficiently and on time
To learn how to use Git properly to allow multiple users to work simultaneously
To learn how to coordinate programming collaboratively
Get 100% on the project!
- **What are your personal goals for this assignment?**
Jenny - Really understanding Client/Server models (Sockets)
 - Get better at working with peopleJason - To better learn how to write thread-safe programs from the beginning.
Sayeed - To write a working IM program
- **What kind of obstacles might you encounter in reaching your goals?**
Figuring out times when all three of us can meet to discuss the project
Making sure that communication between the server and the client goes smoothly
- **What happens if all of you decide you want to get an A grade, but because of time constraints, one person decides that a B will be acceptable?**
The other two members will grudgingly pick up the slack. And use guilt. Basically we will MAKE them do work.
- **Is it acceptable for one or two team members to do more work than the others in order to get the team an A?**
If it comes down to it and the person doing more work is ok with the setup, then it is permissible.
- **Do you have a preference for when meetings will be held? Do you have a preference for where they should be held?**
Meetings will preferably be held on the weekends or in the evenings when everyone is free. They will probably be held in one of the dorms we live in.

Meeting Norms

- **How will you use the in-class time?**
We will use in-class time as another opportunity to work, though most likely we will be working independently during that time period.

- **How often do you think the team will need to meet outside of class? How long do you anticipate meetings will be?**

We would like to meet an hour every other day during the week and meet for a larger block of time one day of the weekend to make sure everyone is on the same page.

- **How will you record and distribute the minutes and action lists produced by each meeting?**

Every time we will meet, we will divvy up the work to be done amongst ourselves. Then when we meet again, we will discuss how much progress has been made.

- **How much time per week do you anticipate it will take to make the project successful?**

As much time as needed.

- **How will work be distributed?**

Upon meeting, we will discuss what work needs to be done before the next time we meet again. We will also put a text document in our repo that contains all of the tasks that need to get done sorted by importance. Anyone who is not working on something will take the next thing on the list and work on it, making notes on what they did.

- **How will deadlines be set?**

We will set our deadlines based on how vital that module is for the overall project (core modules should be done by the end of next week).

- **How will you decide who should do which tasks?**

All attempts will be made to divide up work according to personal strengths and preferences. However, if no one wants to do a certain portion, we'll probably use rock paper scissors/not the person who was forced to do something last time.

- **Where will you record who is responsible for which tasks?**

Some shared text file. I dunno google docs probably. We'll plan on dividing the specific classes and tasks during the Design Doc and hold each person responsible for his or her specific role.

- **What will happen if someone does not follow through on a commitment (e.g., missing a deadline, not showing up to meetings)?**

If a person does not follow through a commitment, the other team members will pick up the slack. The person who did not follow through will have to make it up by completing other portions of the project.

Work Norms

- **How will the work be reviewed?**

Individuals will work on and review their portion of the code, and the entire team will then review larger portions once the coding is done. Attempts will also be made to do pair coding when possible.

- **What happens if people have different opinions on the quality of the work?**

We will discuss as a group any discrepancies involving the quality of work and come to a conclusion as to whether or not work needs to be changed. Before the project, we'll all decide on certain rules to follow when writing code, i.e. make it as neat, user-friendly, and debuggable as possible.

- **What will you do if one or more team members are not doing their share of the work?**

See above. They will regret that action.

- **How will you deal with different work habits of individual team members (e.g., some people like to get assignments done as early as possible; others like to work under the pressure of a deadline)?**

Given our discussion with each other, those of us who prefer to wait until closer to the deadline are willing to be pushed to complete their portion of the work earlier.

- **Do you need consensus (100% approval of all team members) before making a decision?**

We will do our best to come to a consensus on any issues, however if a unanimous decision cannot be reached, we will use a majority vote. Which will work because we have an odd number of people in the group.

- **What will you do if one of you fixates on a particular idea?**

Well, if it works, good job. If it doesn't, we will work with them to see if the idea is not preventing them from working on other things.