

# Team Contract

## **Team Name:**

Data Science Project Group 6 – TKL

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These are the terms of group conduct and cooperation that we agree on as a team.

## **Participation:** We agree to:

- Actively participate in all team activities and discussions.
- Contribute our fair share of work and support each other fully.
- Respect each other's time and commitments.

## **Communication:** We agree to:

- Maintain open and honest communication at all times.
- Use established channels for updates and sharing information.
- Inform each other promptly about any challenges or changes in availability.

## **Meetings:** We agree to:

- Schedule regular meetings to discuss progress and challenges.
- Be punctual and prepared for all meetings.
- Take turns leading meetings and setting agendas to ensure equality.

## **Conduct:** We agree to:

- Treat each other with respect and professionalism.
- Listen actively and value diverse opinions and ideas.
- Address issues constructively and refrain from personal attacks.








## **Conflict:** We agree to:

- Address conflicts directly and respectfully as they arise.
- Use a problem-solving approach to resolve disagreements.
- If necessary, seek mediation from a neutral party within the team.

## **Deadlines:** We agree to:

- Set realistic deadlines for tasks and adhere to them.

- Communicate any potential delays in advance and negotiate extensions if necessary.
- Hold each other accountable for meeting deadlines without penalizing but supporting one another.

Team Member's Name	Team Member's Signature
Aswathy Gopalakrishnan	
Deepa Krishnan	
Jini Saroja	
Muhammed Malik	
Punnoose Kozhuppakalam Thomas	
Reshmi Chandran Bhuvanachandran nair Sobhanakumari	
Sneha Mathummal Parapurath	
Yonge Li	