

CSC106

Group Norms and Team Contract

Group Member Names: Rafeh, Darius, Peter

The objective of this activity is for your group to decide upon group norms and craft a team contract. Your entire group should come to a consensus about these items.

Submit the link to this document as part of your quiz for today. Also share the link with everyone in your group.

Note that part of your final project grade will be the effort you put into your project.

Decisions (How will they be made? Majority, consensus, other?)

Decisions will be made based on majority vote of the group

Attendance (What are your expectations for the frequency and type of attendance for work outside of class/lab time?; What are legitimate reasons for missing? What do missing members have to do to make up for missed meetings)

Class attendance is expected but if you are absent you must come up with a valid reason and other group members will decide whether it is a valid excuse.

Assignments (How will assignments be made? How will the group deal with members who do not complete (or poorly complete assignments?)

The assignments will be distributed based on what roles each member has. If the assignment is not completed and the person who it was assigned to does not have a valid excuse, it will be given to another member.

Participation (How will you communicate and share information; How will you ensure full participation of everyone? How will you honor member strengths and interests)?

We will communicate and share information mainly through text messaging each other and check up on each other to make sure everyone is on task.

Meeting Times and Locations/Mediums (How will you decide on locations and times that suit all members)?

We have decided that it is not crucial to meet outside of class unless it is absolutely needed, in that case we will schedule a time to meet.

Agenda and SCRUM Meeting Notes (Who will take them and in what format will they be shared?)

The entire group will contribute to the SCRUM notes and they will be shared amongst each other in google drive.

Promptness (What do you expect and how will you handle lateness?)

If you are constantly late and not on time, your work will be shared to another group member and the percentage will be split

Conversational Courtesies (How will the team encourage and reinforce active listening, sharing of the airtime, tangents, respectful dialogue, etc)

We will check up on each other when completing a task and see how each other is doing

Enforcement/ Feedback (How will the team enforce its own rules? How do individuals prefer to give and receive feedback?)

The team will enforce rules by checking up on each other through text.

You may add additional norms here.