TEAM CHARTER

Study Pal Finder

Team: PSG.LGD

Github: https://github.com/realDona1dTrump/PSG.LGD

Key roles:

If a member breaches the team contract by failing to uphold the ground rules agreed to, the following should take place: In the first instance, an email should be sent to the team member politely outlining the issues. That team member should have the opportunity to respond to this in defense. A team meeting should be called to discuss the issues & how to address them. This might mean an adjustment to meeting times, to work allocations and/or to communication avenues.

If no response is received, or no action is taken on the part of the offending member to rectify the issues, a second email should be sent to that person & copied to the course coordinator. Attempts should be made to contact that person via another method (ie phone, in person) to address the issues.

The leader will call a meeting to discuss the issues with the team in order to generate a strategy for the remainder of the project.

Hanwen Guo
Master of Interaction Design
hanwen.guo@uqconnect.edu.au
Leader
Will be responsible to manage the progress of the project and coordinate team members

Xiao Liu
Master of Interaction Design
x.liu10@uqconnect.edu.au
Designer
Responsible for UI design: the overall design of the software's human-computer interaction, operation logic, and interface.

Bingxuan Li

Master of Interaction Design

bingxuan.li@uqconnect.edu.au

Designer

Participate in the interaction design of the product interface.

Yongbo Zhang

Master of Interaction Design

yongbo.zhang@uqconnect.edu.au

Coder

Cooperate with designers to complete the code implementation of the product, mainly responsible for front-end code work.

Yamin Zhang

Bachelor of Information Technology

yamin.zhang@uqconnect.edu.au

Coder

Cooperate with designers to complete the code implementation of the product, mainly responsible for back-end code work and testing the functions.

Rui Gao

Master of Interaction Design

r.gao@uqconnect.edu.au

Designer

Participate the content distribution of the interface

Primary channel: WeChat / zoom/ Guilded

Response time: within 24h

Meeting time : Every Thursday 4pm-6pm GMT via ZOOM

The decisions will be made through our discussion and voting

Work allocation: The workload will be distributed equally according to the situation afterwards

Conflict: Repeated lack of response, absence of meetings, failure to finish one's task on time and poor quality in task output.

Solution: Team members will make consultation with the teaching team when conflict arises.

Team Agreement

All team members should agree to the details outlined above. Acknowledge your acceptance of these terms by signing below. This form should be returned to the course coordinator.

Name	Signature	Date
Bingxuan Li	*Bingxuan Li*	25/8/2021
Xiao Liu	*Xiao Liu*	25/8/2021
Hanwen Guo	*Hanwen*	25/8/2021
Yamin Zhang	*Yamin Zhang*	25/8/2021
Yongbo Zhang	*Yongbo Zhang*	25/8/20201
Rui Gao	*Rui Gao*	25/8/20201