**Group Agreement and Plan**

**Group Members**

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| --- | --- | --- | --- |
|  | **Contact information** | |  |
| **Name** | **Mobile Number** | **Email** | **Scheduling Information** |
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**Group name (optional)**

*What will you call yourselves?*

Charity And The Boys

**Group style and roles**

*Who does what and how will you work together? Who will be responsible for submitted deliverables? Who will ask questions on behalf of their group on Canvas discussion boards?*

This is a group assignment. Everyone will input their suggestions. If someone learns something new he/she will teach it to the others.

**Timeline**

*When do you need to make decisions by? When do tasks need to be done by to make sure you submit on time? (Aim to submit BEFORE the deadline to allow for unforeseen circumstances).*

Discuss this on Monday 11 March 2024 in the class

**Communication Plan**

*Decide and document how your group will communicate with each other and collaborate on a regular basis during the project. This could include meeting via Zoom, communicating via a Facebook group, Canvas, using cloud services for shared documents etc. How often and how will you communicate? What are your expectations on others responding to your communications?*

Discuss this on Monday 11 March 2024 in the class

**On-track behaviours**

*What behaviours will result in great group outcomes?*

Everyone learning together and doing a great job and presenting a good website.

**Off-track behaviours**

*What behaviours would result in group outcomes that aren’t great?*

Everyone should put their ideas and effort in doing the project.

**Resolving tensions**

*How will we resolve tensions/off track behaviour as a group?*

Keep open lines of communications.

**Team Expectations:**

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| **1.** | Respect. Respect every individual within the group. |
| **2.** | Cooperation. Cooperate with other group members. |
| **3.** | Equality. Work should be distributed evenly, working to the strengths of the individual. |
| **4.** | Meeting environment. Calm, stress-free and productive |
| **5.** | Time management. Efficiency |
| **6.** | All group members should do an equal amount of work. |
| **7.** | Have a common understanding of goals that need to be achieved. |
| **8.** | Be open to compromise. |
|  |  |

**Team Agreement:**

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| --- | --- |
| **1.** | Every member has to make the whole website. |
| **2.** | Each member has been tasked to make a webpage. |
| **3.** | Will meet and discuss and combine the web pages. |
| **4.** | Each member will write a report individually. |
| **5.** | At the time of submission, there will be two zipped folders. One containing the whole web site made individually and the other containing the group website. |