

# **CS 225 Final Project Team Contract**

## Members:

Adam Nguyen - adammn2

Rithik Booreddy - rithikb2

Alex Ortwig - aortwig2

## **Communication**

### Team Meetings:

- Meetings can take place once a week (Tuesday 4pm CST)
- Each meeting should last at least 10-15 minutes. However, more time can be added if needed.
- We will use Zoom to host our meetings. If there are issues with zoom, we will revert to either Google Meet or Discord.
- We will swap off recording minutes on a single Google Doc

### Assistance:

- We will maintain contact through text (sms). Members should respond within 3-5 hours.

### Respect:

- Members will be conscious about including everyone else's ideas.
- Each member will be given an opportunity to ask questions or share their own thoughts at some point during the meeting

## **Collaboration**

### Work Distribution:

- One person can take on one of the traversals
- Another person can take on one of the covered algorithms
- We will address unforeseen work by increasing the frequency of meetings so that communication is maintained.

### Time Commitment:

- Members should devote 3-5 hours per week of uninterrupted work (coding/brainstorming) to the project.
- Group members currently do not have any time commitments that would conflict with working on the final project, but we will continue to communicate and change meeting times if necessary.

#### Conflict Resolution:

- Members will discuss conflicts with each other first. Then, escalate to someone else if needed.
- In the case that someone doesn't accomplish their assigned tasks, we can assign that person a feasible deadline to complete their tasks.
- If someone is habitually late, then we will first discuss a possible alternative time to meet.