**Group Agreement and Plan**

# Group Members

|  |  |  |
| --- | --- | --- |
| **Name** | **Contact information** | **Scheduling Information** |
| Minh Nguyen | 0472554883 | Online and On-campus on Mon - Fri |
| Shane Lin | 0406216238 | On-campus Mon, Thu, and Fri |
| Adrien Krebet | 042260435 | On campus, Tue, Wed Thur, 10:30–2:30 |

**Group name (optional)**

CS Students (Aiming for HD maybe)

# Group style and roles

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

Adrien will do the modifications and ask the tutor questions on behalf of the group; Minh will do the EOI processing page and submit the assignment; Shane will do the manage page.

The enhancements will be released later.

# Timeline

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

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| --- | --- | --- |
| WEEK | IN CLASS | OUTSIDE CLASS |
| Week 10 | Look at assignment together, discuss timeline and plan to assign roles following week | Work on group agreement template and familiarise ourselves with the assignment rubric |
| Week 11 | Assign the diﬀerent tasks to individual members. | Begin working on individual pages according to requirements |
| Week 12 | Continue working on individual pages and discuss progress | Continue working on individual pages and aim to ﬁnish them prior to week 12 |
| Week 13 | Plan and work on enhancements. | Finalise enhancements and css.  Submit by the end of Monday Week 13 to avoid penalization |

# Communication Plan

Decide and document how your group will communicate with each other and collaborate regularly 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 of others' responses to your communications?

We will communicate through Instagram and Discord every week, ensuring everyone replies and updates on their progress.

# On-track behaviors

What behaviors will result in excellent group outcomes?

1. Great communication
2. Being eager and enthusiastic
3. Coordinating and collaborating
4. Decision-making and testing
5. Positive reinforcement and encouragement
6. Timekeeping

# Oﬀ-track behaviors

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

1. Bad communication
2. Being passive and unmotivated
3. Unclear indications of to-do work.
4. Being toxic to each other through criticism
5. Lack of time control

# Resolving tensions

How will we resolve tensions/oﬀ-track behavior as a group?

* + Identify the root cause of the tension.
  + Seek to understand, not just be understood.
  + Assess the right time to intervene.
  + Build trust and cooperation.

**Team Expectations:**

1. **Complete the assignment ahead of the deadline**
2. **Be cooperative and responsible for our work**
3. **Help each other when someone faces difficulties**
4. **Have excellent communication and build trust**
5. **Feel free to seek help when needed**
6. **Announce other members when something unexpected affects the work**
7. **Solve tensions in peace**