CSC106

Group Norms and Team Contract

Group Member Names: Sam Cliadakis Matt Petrarca

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 consensus between the two of us.

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)

We both expect to be attending the majority of classes and labs, and a legitimate reason would be having a sickness. Missing members can just catch up on that same day with the material posted.

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

Assignments will be made according to the SCRUM doc. If members don't complete assignments, they can contribute more with ones in the future, and lose credit.

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 online and in class. We'll make sure that we focus on what each member is stronger at.

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

We will make sure to communicate with each other in a way that allows us to coordinate what times would be best working.

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

We will both take notes on the SCRUM doc, and they will be shared through Google sheets.

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

We both expect to be on time for each class and to meetings.

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

We both will engage effectively together, and communicate and listen thoroughly.

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

We will constantly give feedback to each other and ourselves. We can do during class and outside class.

You may add additional norms here.