ICT290 Team Charter

The better external group

1.0 Team

1.1 Team Purpose

Our team, “The better external group” was created for the unit ICT290, to work and create a game based off the legacy code of Shay’s World as the base. The end goal is to have a working game with doxygen comments in the code, a control github used for version control, a powerpoint presentation on what we went through to make the game, along with self and peer assessment sheets.

1.2 Members

**Chris Wright –chris.wright150@gmail.com  
Samuel Hawley – samuelhawley1992@gmail.com**

1.3 Skill inventory

|  |  |
| --- | --- |
| Chris Wright | OpenGL programming, Class design, data structures |
| Samuel Hawley | User Interface Design, coding |

1.4 Availability

X – indicates not available, please note when the times you are not avaliable

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| Chris Wright |  |  |  |  |  |  |  |
| Samuel Hawley |  |  |  |  |  |  |  |

Exceptions:

|  |  |
| --- | --- |
|  |  |
| Chris Wright | Non foreseeable |
| Samuel Hawley | Non foreseeable |

1.5 Contacting

|  |  |  |  |
| --- | --- | --- | --- |
|  | Email | Phone Number | Other |
| Chris Wright | Chris.wright150@gmail.com | 0437 122 131 |  |
| Samuel Hawley | Samuelhawley1992@gmail.com | 0412 008 766 |  |

Comments on preference of contact

|  |  |
| --- | --- |
| Chris Wright | Please just use discord as the base |
| Samuel Hawley | Please just use discord as the base |

2.0 Technology

2.1 Coding Standards

2.1.1 Software usage

* All team members should be using Visual Studios 2015 Community edition
* For version control we are using github here: <https://github.com/Vlathanos/ICT290>
* Any version of office suite or equivalent for documentation and presentation design.
* The individual accounting tracking should be using a google spreadsheet doc here: <https://docs.google.com/spreadsheets/d/1NT8d3tHLT8pedxtXyNWa6nNxyXGL3wTFDSn02GqfRfI/edit?usp=sharing>
* Our main communication device we are using is Discord

2.1.2 Variable names

Name classes, functions and enums should be LikeThis. Variables should be likeThis. Try to avoid using underscore if possible (like\_This).

2.1.3 Comments

All comments should be using doxygen standard comments procedure

2.2 Github

* Commitments should be made as a group decision on the github as it may affect every group member, this code should be reviewed weekly as we go along.

3.0 Collaboration

3.1 Team Meetings

* There will be regular weekly meetings to check progress on: Every @Thursday 12:00, on discord.
* If requested by a team member, further meetings can be held. These requests should be made 3 days in advance. Team members should make every reasonable effort to be able to attend when requested. Such meetings will have to occur online, using some manner of video chat, as our group may be widely spread apart geographically.
* All team meetings should be attended by the entire team
* All the pertinent notes of the meeting should be documented and made available to the entire team online
* If for some reason you cannot make the scheduled meeting time, you should inform your team and then decide on another time for that week for the meeting.

3.2 Decision Making Procedure

* Every effort should be made to reach a unanimous decision
* If a unanimous decision cannot be reached then outside help should be sought. In this case, of the tutor or unit co-ordinator. The recommended course of action suggested by outside help will be the action taken regardless of the opinions of the team members. Such an action should be last resort.
* In particular, workload percentages should be decided unanimously; any reason contributing to such decisions should be documented as per team communication.

3.3 Team Communication

* All team communication in regards to the project should be documented online in a form freely available to all team members
* Any discussion of the project between 2 members of the team should be documented and uploaded online.
* Important updates or changes to the project should be communicated to team members as soon as it is reasonable
* Each team member should provide weekly progress reports every Thursday during the meetings
* Progress reports describe work done and time spent on the project
* Team members should check online regularly in the event an urgent reply is required in regards to the project

3.4 Expectations of Team Members

* Each team member will treat each other with respect
* When there is conflict in the group in regards to the project any disagreements should be voiced with coherent and logical arguments, and not resort to insults or simple dismissal
* In the event a team member has some personal issues that prevents them from contributing to the assignment that team member should advise the group. They should make the best assumption to how long they will be unavailable as possible.
* Each individual will work on the content that has been allocated to them only. This serves to prevent any ill will when their work goes to waste, and also to prevent uneven allocation of the workload percentage. Assuming every effort (as described in the team communication section) has been followed and, an individual has still failed to produce any progress on the work that has been allocated to them, according to the decision making procedure, that work will be re-allocated and the individual workload percentages adjusted appropriately.
* In the event of any personal conflict between team members, that is conflict unrelated to the content of the project, the individuals involved will make every effort to resolve their issues amicably. If incapable of doing so the individuals involved will continue to follow the rules laid out in this charter in regards to meetings and communication to strive to complete the project successfully.
* If the personal conflict between any of the team members is found to be irreconcilable and the group is forced to split, each team member should get a copy of all the work that has been done up to that point.

Name\_Samuel Hawley\_ Signature\_

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Date\_\_17/8/2017\_\_

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_