

Team Contract

Team Name: The Red Team

<p>GOALS: What are our team goals for this project? What do we want to accomplish? What skills do we want to develop or refine?</p>
<ul style="list-style-type: none">▪ To complete to the best of our ability the Development Team Projects, Design Document (assignment 1) & Coding Output (assignment 2)▪ To accomplish a commendable grading for both assignment 1 & 2▪ To work as a team to submit both assignment 1 & 2 before the respective deadlines and ideally, earlier than the expected deadlines▪ To communicate effectively and allocate tasks effectively▪ To develop and achieve the learning goals of the Secure Software Development (Computer Science) course throughout completion of our assignments▪ To develop our interpersonal skills, time-management, teamwork/collaboration skills, planning, problem solving, decision making, critical thinking, and IT and digital skills
<p>EXPECTATIONS: What do we expect of one another in regard to attendance at meetings, participation, frequency of communication, the quality of work, etc.?</p>
<ul style="list-style-type: none">▪ We expect each team member to attend scheduled meetings otherwise if unavailable, to communicate to other team members regarding rescheduling▪ We expect the frequency of communication between team members to occur in proportion to the work allocated for completion at that time (throughout the completing of tasks, most likely everyday)▪ We expect the quality of work to be to the best of our abilities and we will make the best effort to allocate tasks dependent on strength of ability▪ We expect all team members to make the best effort to provide an equal participation in the completion of the assignments to be completed
<p>POLICIES & PROCEDURES: What rules can we agree on to help us meet our goals and expectations, such as preparatory tasks, generating ideas, evaluating outcomes?</p>
<ul style="list-style-type: none">▪ We agree that our scheduled meetings will provide the basis and environment for sharing ideas, allocating tasks, agreeing on expectations, agreeing on micro goals upcoming, reviewing tasks completed so far, reviewing quality of work and sharing concerns▪ We agree and expect that each team member is continuing with their own individual work throughout the course so can be individually prepared to discuss and work on the relevant topics

<ul style="list-style-type: none"> ▪ We agree that we will evaluate outcomes and review together as a team before submission of completed projects ▪ We agree that we will contact Dr Cathryn Peoples for assistance if and when needed and involve all team members in the correspondence ▪ We agree that generation of ideas is that of the team regardless of the fact that of course the first introduction to an idea will come from an individual team member
<p>ROLES: Which roles do we need in this project and how do we allocate them? Will there be a project lead? Is there a need to rotate roles?</p>
<ul style="list-style-type: none"> ▪ We agree that we do not need a definitive project lead, and are confident that all 3 team members involved will provide to the team goal as best to their ability as possible ▪ We agree that we will allocate tasks dependent on strengths of individual team members, although that all team members will contribute to all aspects of the assignments in some form ▪ We agree that there will be rotation of roles or more over that rotation of role will occur after each micro goal has been achieved at that point in time ▪ We agree that the title of each team member's role is defined by what they have been assigned to complete at that time
<p>CONSEQUENCES: How will we address non-performance regarding these goals, expectations, policies and procedures? How do we resolve disagreements?</p>
<ul style="list-style-type: none"> ▪ We agree that any concerns arising regarding performance of individual team members will be first discussed amongst team members and a resolution put into place ▪ We agree that agreements will be made by majority decision and that disagreements will be discussed in detail the pros and cons to choosing one option over another ▪ We agree that if resolutions put into place to overcome issues fail, then at this time Dr Cathryn Peoples will be contacted and consulted for advice or intervention ▪ We agree that all team members will in their best ability attempt to resolve any issues as effectively and as quickly as possible ▪ We agree that all team members will in the best of their ability adhere to the requirements of this team contract and issue resolution methods

By signing this contract, we confirm that:

- we have participated in formulating these goals, expectations, roles, procedures, and consequences as stated in this contract.
- we agree to abide by the contents of this contract

Liam Willson 14/08/2023

Team member name and date

Simon Bolder 14/08/2023

Team member name and date

Fergus Nugent 14/08/2023

Team member name and date