

Team Contract

Team Name

Campus Connect (CC)

Team Members

Devansh Agrawal, agrawal.deva@northeastern.edu, 6179080486

Sean Ayoub, ayoub.s@northeastern.edu, 203-308-3857

Alonna Strong strongalonna@gmail.com

Team Document Repository

<https://github.com/seanayoub/HCIDesignProject>

Team Purpose

The problem our team will address in our semester class project is the sense of isolation many students feel in expensive cities like Boston. One challenge is that high costs make it hard to discover and enjoy new places. Another is that students often don't want to go out alone, which can stop them from exploring altogether. With our project, we hope to design an interface that makes it easier to find budget-friendly spots and connect with others to explore them together.

Designated Roles

- 1) Team Manager -Alonna: I'll be tracking the team's progress against the project timeline, following up on assigned tasks, summarizing meeting notes*
- 2) Document Manager – Sean Ayoub. I will make sure files are organized and accessible in the Github Repository. I will also oversee group note-taking and making sure submission deadlines are met.*
- 3) Technical Manager – Devansh. Prototypes, schematics, and any other digital files will be under my supervision. I will oversee the team's design choices, make sure various tools and software operate together, and keep technical work backups.*

Communication Method and History

For the duration of the project, we will keep communications to Outlook email. Student email is accessible to all of us and is easiest for academic projects.

Availability

Alonna: Anytime Weekends, On Weekdays Anytime before 10:30 am, or after 2:00 pm

Devansh: Anytime Weekends, On Weekdays anytime after 5:40 pm

Sean: Mondays, Wednesdays, Thursdays, 10:00am – 4:00pm. Anytime Tuesdays/Fridays.

Meeting Logistics

To ensure that the instructional team is aware of your weekly progress, we encourage that you share your meeting notes with us in a Google Doc/Google Drive. This meeting notes document should include the dates of the meeting, team members who were present in the meeting, and brief bullet points summarizing what you performed this week and discussed in the meeting.

We commit to meeting every *[Fridays]* between *[1:00pm]* and *[2:00 pm]* and have added this to our calendars as a recurring appointment.

If a team member is unable to meet, they will inform the rest of the team in advance.

Our team documents will be stored *on Github* and organized *by project phase*. *[<https://github.com/seanayoub/HCIDesignProject>]* Weekly meeting notes will be accessible via that link as well. These documents will include short summary notes from our team meetings.

Beyond our weekly meeting above, other good backup times to meet will be *on Tuesday afternoons*. These times have been added to each team member's calendar as tentative meeting times.

Decision Making

As a team, we have discussed how we will make decisions when we disagree. Such decisions might involve how we operate as a team, or specific design decisions related to our interface.

Open Discussion: Every team member politely shares their viewpoint and justification.

Clarification: To make sure they comprehend every point of view, team members inquire.

Benefits and Drawbacks Evaluation: We evaluate each option's benefits and drawbacks together.

Attempt at Consensus: We look for a solution that all team members can accept.

Voting: A majority vote is used to determine the outcome if consensus cannot be reached.

Documentation: To ensure responsibility and clarity, the decision and its justification are documented.

Review: Following implementation, we assess the decision's efficacy and, if necessary, make modifications.

Use of AI

We commit to using AI appropriately given the course's policy on the use of AI and guidelines in each assignment.

Desirable Behaviors

As a team, we have discussed what makes a good team member, and we all agree a valuable team member will have these characteristics/do these things:

Clear communication: Responding promptly, keeping the team updated, and actively participating in meetings

Accountability: Meeting deadlines, following through on tasks, and taking responsibility for outcomes

Active collaboration: Contributing ideas, supporting teammates, and sharing the workload fairly

Respect and openness: Valuing different perspectives, giving and receiving feedback constructively, and being positive/solution-focused

Undesirable Behaviors

As a team, we have discussed what makes it challenging to team up with someone. We have identified these undesirable behaviors that we will avoid:

Poor communication: Not responding to messages, skipping meetings without notice, or coming unprepared.

Lack of accountability: Missing deadlines, failing to complete tasks, or not taking responsibility for mistakes.

Unequal participation: Contributing little to discussions or relying on others to do most of the work.

Disrespectful behavior: Dismissing others' ideas, resisting feedback, or creating a negative team atmosphere

Providing Feedback to Each Other

We commit to providing honest, constructive feedback to each other through the [TEAMMATES](#) system when requested to do so by the teaching team. We understand that this feedback is crucial for our professional development and for improving our teamwork throughout the semester.

Team Changes

In the rare situation where the instructional team determines our team must be dissolved or restructured (typically due to persistent conflicts or participation issues that cannot be resolved through the conflict resolution process), we will each retain the right to use materials developed collaboratively up to that point as we continue with the project. The distribution of credit for previous work will be determined by the instructional team based on review of our team documentation.

Signatures

We have collaboratively developed this team contract and understand that it serves as our commitment to each other and to the instructional team. We agree to uphold these

standards throughout our project work and recognize that this contract may be referenced if conflicts arise.

Devansh Agrawal

Devansh 05/10/2025

Sean Ayoub

Sean Ayoub 10-05-25

Alonna Strong

Alonna Strong 10-05-25