

Module 5- Computer  
Systems (2023-24)  
Project

**UNIVERSITY OF TWENTE.**

**TEAM CONTRACT**

Team ID: 6

Project Title: Computer Systems

Mentor(s): David Galati

**1.** Team information and their roles (What are the convenient Belbin roles for you? Mention at least 2 roles)

The Belbin roles are Resource Investigator, Team-worker and Co-ordinator (the Social roles); Plant, Monitor Evaluator and Specialist (the Thinking roles), and Shaper, Implementer and Completer Finisher (the Action or Task roles) (refer to the link for a better understanding: <https://www.belbin.com/about/belbin-team-roles> )

Name of the Team member	Preferred roles (Belbin)	Reason to select your preference	Minimum grade	Expected grade	Preferrable day, time, and place to have extra meetings	Scrum Master (Sprint number)	Security Officer (Sprint number)	Preferred method of communication for project discussion/informing any relevant updates to your team.
1. Dany Shaloub	Plant, teamworker, implementer	I have a lot of depth knowledge and I am good at teamwork	6.5	8.0	During open gaps during school hours	Sprint 1	Sprint 3	WhatsApp, discord, real life  most preferred to have meetings face-to-face
2. Sam Mulder	Monitor Evaluator, Teamworker	I am a good evaluator and like teamworking.	6.0	7.2	After school or in self-study hours, not on weekends	Sprint 2	Sprint 4	Discord, IRL
3. Khanh Nguyen	Implementer Specialist	I love to bring in-depth knowledge of a key area to the team	5.5	7.5	Anytime, as long as it is prementioned	Sprint 4	Sprint 5	WhatsApp, Discord, real life
4. Robert Grgac	Implementer Finisher	I like to plan and create workflows and start implementing ideas as soon as possible. Also, I do have a need to really make the assignment as good as possible.	6.5	8/8.5	Anytime if it is agreed upon before.	Sprint 0	Sprint 0	WhatsApp, Discord and face to face
5. Shun Nishijima	Complete Finisher, Implementer	I don't want to lose the point. I really like to follow the rules and rubric.	6.5	8	Any time whenever we need. After school and on the weekend.	Sprint 3	Sprint 2	Off-line communication is preferable, especially finalizing the project. Otherwise, WhatsApp, discord is fine.

6. <i>Nynke Luijten</i>	Teamworker, plant, implementer	I like to work in an organized manner and get things done.	6	7/8	During free gaps in the schedule. If preventable, then preferably not on weekends and nights.	Sprint 5	Sprint 1	In real life meetings are most preferred. Else I would say WhatsApp and Discord
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## 2. Project Goals (Mention at least 5)

What are your team goals for the project? What do you want to achieve? What skills do you want to improve or work?

- To gain knowledge and enjoy experience in Rust/C programming and Raspberry Pi.
- To gain knowledge in other languages like Python (only the case for using it)
- To have a well-functioning product that meets all the requirements and that can be used in real life.
- To develop teamwork skills and establish effective communication among team members.
- To have experience in managing agile framework well by showing good prototypes through each presentation.
- To get knowledge of Computer Architecture combined with Operation systems and security including Law.

3. Team Expectations (Mention at least 3 for each of the criteria)

What do you expect from the team members for the a) Participation, b) Meetings, c) Communication, d) Conduct, and e) Conflict

<b>a) Participation (What is your group planning for team participation?):</b>
As a project team: - We agree to participate actively in the project
-We agree that everyone must take time and effort to ensure the project is going well.
-We agree that each member's participation is welcome and respected.

<b>b) Meetings (What is your expectation from the team for the team meetings?):</b>
- We agree to come to the meetings 5 minutes before the allocated time.
- We agree to read up on the current state of the project before the meeting.
-We agree to attend every meeting unless something really important comes up.
-We agree that if a member is going to be absent on a meeting, he/she must tell the team (regular absence is NOT allowed)
-We agree to have meetings mostly offline (even some sessions are online according to the schedule)

<b>c) Communication (How do you communicate with each other? Any rules for communication?):</b>
-We agree to use Discord and WhatsApp as our main way of communicating when we are not together.
-We agree to decide a venue / book a room and time for the physical meetings.
-We agree to check our communication mediums at least twice a day
-We agree to always respond within 24 hours through the week

<b>d) Individual Accountability (What is your expectation level for each individual in your team for fulfilling team assignments, tasks, and accomplishing deadlines?):</b>
-We agree that if a team member does not complete the assigned task in time without informing us, this is their responsibility and MUST be punished accordingly.
-We agree that in case of unforeseen circumstances that we share the task among others to solve possible further issues or lacking behind
-We agree to check up on each other regularly to remind each other of their tasks
-We agree that every team member is responsible for the project's progress, therefore, missing one's deadline means the whole project is also affected.
-We agree to push all assignments to Gitlab after the meeting that day

<b>e) Conduct (How do you follow the degree of professionalism within the team and how do you manage if any of the team members doesn't follow the conduct or fails to fulfill expectations?):</b>
As a project member:
- We agree to communicate openly with each person in the team.
- <i>We agree to maintain a positive and collaborative attitude, making a culture of mutual support and encouragement within the team</i>
- We agree to take ownership of our assigned tasks and responsibilities, striving for good quality of work and meeting deadlines.
- We agree to provide regular updates on our progress and communicate any obstacles or challenges that may impact the team's goals

<b>f) Conflict (How do you handle or how will you react to team conflicts?):</b>
As a project team:
- We agree to discuss the problem between two members with the team to find a better solution.
- <i>We agree to discuss the problem with our mentor(s) and project coordinator if we couldn't identify the solution.</i>
- We agree to stop progressing when the conflict happens on the team until solving it.
- We agree to kindly talk to find a solution when the problem occurs.
- We agree to respect not only fact but also emotions during the process to solve the problem.

**4. Team Agreements** (These are the final 10 commitments/rules for your team that you agreed on together and promise to follow these rules during the project (Computer Systems, Module 5).

I undersigned, hereby declare that I have read, agreed, and accepted all the rules and commitments mentioned in this document and will try my best to follow these rules during the project (Computer Systems, Module 5). If the rules are not being followed by us, we will bear the consequences as mentioned.

<b>Commitments (C)</b>	<b>A signal on your commitments (Yes/No)</b>						<b>Team Member's</b>
	<i>Dany Shaloub</i>	Sam Mulder	<i>Khanh Nguyen</i>	<i>Robert Grgac</i>	<i>Shun Nishijima</i>	<i>Nynke Luijten</i>	<b>Signature (Image)</b>
1. If you haven't finished your part when it was due	yes	yes	yes	yes	yes	yes	

without letting the rest of the team know. This is your problem.							
2. If your work is lower quality than the agreed upon standard esthis will be discussed	yes	yes	yes	yes	yes	yes	
3. Everyone will be on time at the location of the meeting. Unless he/she has notified and agreed with the team.	yes	yes	yes	yes	yes	yes	Signature of Sam Nduka
4. All team members need to be active during the discussion and provide personal insight.	yes	yes	yes	yes	yes	yes	
5. Every meeting and working session everyone has their appropriate gear in order.	yes	yes	yes	yes	yes	yes	
6.In case a team member is struggling with lectures the team can decide whether the members work	yes	yes	yes	yes	yes	yes	



can be reduced							
7. If the scrum master or security officer is not available at the time. His/her follow up will take their spots and switch places this way.	yes	yes	yes	yes	yes	yes	
8. In case a member is not available for a long period of time a mentor will be contacted to decide if the reason for lack of attendance is valid.	yes	yes	yes	yes	yes	yes	
9. In case there is aggression in the team we will reach out to the mentor.	yes	yes	yes	yes	yes	yes	
10. If any of the rules above are broken, the rest of the team will decide the punishment. This could be anything from a warning to notifying the mentor or	yes	yes	yes	yes	yes	yes	

requesting to kick the rule breaker.							
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