

# CMSC 635 Project Team Contract

## Spring 2018

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Team Name \_\_\_\_\_

### Team Members

1) *Name:* \_\_\_\_\_ *Email* \_\_\_\_\_

2) *Name:* \_\_\_\_\_ *Email* \_\_\_\_\_

3) *Name:* \_\_\_\_\_ *Email* \_\_\_\_\_

4) *Name:* \_\_\_\_\_ *Email* \_\_\_\_\_

### Team Procedures

1. Day and time for regular **weekly team meetings**:
2. Format of **decision making** (named team leader vs. shared/majority):

### Code of Conduct

1. Every team member is expected to contribute to the project to the best of his/her ability, at every step of the way to the completion
2. Every team member is expected to communicate respectfully and in timely manner with other team members
3. Every team member is expected to be open to compromise.
4. Collaboration between teams is prohibited.

*By signing this contract, I am verifying that:*

- a) *I participated in formulating this contract.*
- b) *I understand that I am obligated to abide by these terms and conditions.*

1) \_\_\_\_\_ Date \_\_\_\_\_

2) \_\_\_\_\_ Date \_\_\_\_\_

3) \_\_\_\_\_ Date \_\_\_\_\_

4) \_\_\_\_\_ Date \_\_\_\_\_