

Team Expectations Agreement

Method of communication

The team will communicate through Discord.

Communication response times

Discord responses should be within 2 hours. However, exceptions will be given to certain situations that may arise where an individual cannot respond.

Meetings

Weekly meetings will be held on Wednesdays at 10pm.

Additional times when everyone is available for meeting are listed below:

- Monday 5pm (optional)
 - Tuesday 6pm (optional)
 - Friday 3pm (optional)
 - Weekends (TBD)
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- All meetings will be held in discord.
 - Individuals will be responsible for any notes they will require or deem important
 - Team members shall be responsible for any predetermined work, and bring attention to any problems that they have.

Version Control

1. Team members should not push any untested or developing code to the main branch.
2. Add meaningful comments on commit.

Division of work

The team will discuss and allocate work during meetings as a group.

Work Submissions

Team members will create pull requests to submit their own work when completed. Each request should be reviewed by 2 other team members.

Contingency Planning

Team members will discuss among each other and bring attention to the individual of any problems that arise. If the individual is unresponsive, then the issue will be escalated to the TA/PROF.

We accept these guidelines and intend to fulfil them (sign below):

Yuehai Zhou - 1005859402

Hongkang Yu - 1005687268

Yesom Son - 1006340988

Lander Joshua Vitug - 1006560366

Chenbo Wang - 1005702358