

# Team Charter

## Bioethics Unite

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## Team Skills, Roles, and Responsibilities

Name	Skills	Team Roles / Responsibilities
Devon Rimmington	Web services, PHP, JS, Java, C#, MySQL, Animation programming	Development, researcher, alpha tester
Faye Teeuwen	Java, CSS & HTML, some MySQL, technical authoring	Documentation, researcher, beta tester, sample data entry
Matt Smith	A bit of MySQL, Java, C, D, Unix	Development, alpha tester, database design
David Wauchope	LAMP, Drupal, Java, Git, Twig	Group leader, communicator, scheduler

## Team Communication

The team will be using a Slack private chat room to communicate. The TA and the Professor will also be added to the private chat room for supervision. No other means of communication will be used for the project.

The channel name is: **"bioethics"**.

## Team Repository

### *GitHub Account Usernames*

Matt Smith · matt24smith

Faye Teeuwen · fayeteeuwen

Devon Rimmington · noved210

David Wauchope · wauchoda

# Team Goals, Expectations, and Rules

## Team Goals

- Maintain clean and updated documentation for the whole duration of the project
- Leave project at a good point for the next group to continue from
- Give a high quality deliverable to the client that they are pleased with
- Communicate clearly and effectively with the client
- Get an A+

## Team Rules & Expectations

- 24 hours notice for missing class time or an outside class meeting
- Reply to a slack message within 24 hours
- Learn how to use all of the tools required for the project (Slack, Git, Frameworks)
- Make, on average, one significant contribution to the project (testing, methods/functions, research, design, etc) each time we meet with the client
- Do not do other course work during class time
- Complete assigned tasks before class time for weekdays and before Sunday for weekend deadlines (i.e. Saturday night)

## Meeting Times

**Monday:** 11:30am - 1:00pm

**Tuesday:** 11:30am - 12:00pm

**Wednesday:** 11:30am - 1:00pm

We will meet in the community outreach classroom in the Killam Library. If the room is unavailable or too busy, we can meet in one of the study rooms in the Wallace McCain Learning Commons. These aren't meeting times for every week, but are the times that we are all available should we need extra time to work on our project.

## Charter Changes

The charter will be changed if:

- More than one group member has broken four of the rules within two weeks
- More than one group member has met very few of the expectations within two weeks
- If one of the group member's available meeting times change
- If we collectively find one of the rules to be unattainable



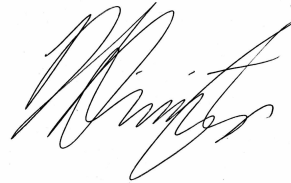
David Wauchope



Matthew Smith (Matt Smith)



Faye Teeuwen



Devon Rimmington