

Team Agreement

Team name: Bitukai

Team members: Rytis Valatkevičius, Karolis Palubinskas, Titas Karitonas, Titas Rozenbergas, Brigita Narbutaitė

Team leader: Rytis Valatkevičius, elected by common consensus since no other members expressed willingness to be leaders.

Team leader will have the right to dedicate work for a particular member based on his competencies or other factors in case no team member wants to take up that specific work. In addition, it will be team leader's right to swap work of members if needed. Also, team lead will have the determining vote in debatable cases.

Team ambition: 7. In case we as a team have spare time after finishing Lab 2, we will vote whether we want to reach for a higher mark and continue working (5 votes needed).

Decision making approach: by common consensus during the discussion with the whole team. In case of complex situations and problems, we will consult with the lecturer to find the best solution.

Key team rules:

- We listen to each other and respect each other's opinion;
- We are not afraid to express our opinions about work distribution, best approach to problems, discomfort in team and so on;
- We follow the deadlines;
- Each one of us tries to do their work with quality and by agreed requirements.

Work distribution:

- During each meeting we distribute work equally;
- We distribute work according to what each of us would like to work on. Then, according to what each of us is capable of doing.

Capacity constraints: the meeting should take up no more than an hour.

Team meeting times and group work: one weekly meeting in person or online based on team availability. Usual meeting will be held each Monday at 16h in Didlaukis. Uncommon meetings can be held if needed. During the meeting we will:

- discuss work progress from the previous week;
- solve any problems if present;
- distribute new work for the week;
- discuss what we will present and ask during the consultation with the lecturer.

How team will track progress: progress will be tracked using Trello / GitHub Projects and our meetings.

Sanctions and punishment withing team for breaking team agreements:

- if a team member deliberately skips work, others have full right to leave a bad review about that team member;
- if a team member completely skips work and doesn't contribute, then others inform the lecturer about such situation.