Project Proposal:

Team Contract

Antonio Marino, Jeremy Beckler, Osayi Omo-Iyamu

Department of Computer Science

CS 257.00: Software Design

Professor Amy Csizmar Dalal

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Team Goals:

The goal of our team in this data-driven project is to discover how to think intelligently about how users interact with the web more broadly. We will produce a well made deliverable at the end of this course and become better software engineers by learning to work as a team while creating software, utilize various development tools such as Github, and implement different software design and organizational approaches such as Kanban.

Team Strengths:

In order to accomplish these goals, each team member will contribute to the group by bringing a unique perspective and set of tools to the project. Jeremy excels at time management skills. He can find bugs by searching through code and has taken numerous background courses. Likewise, his work ethic allows him to grind for several hours at a time through any coding problems. Osayi's strengths are collaboration and editing. He is comfortable working with data and information as well as people even though he lacks extensive experience in computer science. Antonio is an expert at documenting how the code works through descriptive comments. Through his past experiences, he is comfortable taking a leadership role and has taken advantage of the wide range of courses offered at Carleton. His strong technical background and understanding of concepts will aid in this project.

Capitalizing on Strengths:

Due to his lack of a technical background in the CS department, Osayi's skills will be best utilized in the front end where his confidence working with data and people skills can help the team create a more accessible site that doesn't force users to think. Jeremy's technical strengths will shine through his work on the back end. There, he will enhance queries to our dataset that will efficiently access the numbers and values used by our application. Because

Antonio also has a technical background in terms of course load and enjoys documenting how code functions, he will focus his responsibilities on the controller aspect of this project along with commenting on relevant code. By commenting code involved in the frontend, controller, and backend, Antonio will have a deep understanding of how different components of the project will interact to influence user experience.

Guiding Rules:

- When will your team meet? What time, how often, for how long, where?

  Our team will meet on Tuesdays from 12:00 pm to 1:00 pm and Sundays 10:00 am to 11:00 am at the top floor of the Laurence McKinley Gould Library.

- What roles will members take on in your meetings? Is someone responsible for setting agendas, taking notes, facilitating discussions, etc?

  In our meetings, Antonio will be responsible for setting the agenda; Jeremy will facilitate discussions; and Osayi will take notes.

- How will you communicate with each other? (to share work, to ask questions, notify the group if someone is running late or if someone will miss a meeting, etc)

  We will mainly use the slack channel to communicate. However, for quick communication, we may also use text messaging – we have already exchanged phone numbers.

  To share work, we will upload our code to github and provide notifications on slack about our recent progress

- How will you make sure communication stays respectful? (How does your team define "respectful"?)

  Being respectful means not making other people feel stupid or uncomfortable.

If you believe someone has disrespected you, politely tell them, and if they don't stop, then contact the professor to serve as an intermediary.

- What are the rules for dealing with a teammate who hasn't been communicating? How frequently should team members communicate / check in?

If a teammate hasn't been communicating, we will politely ask them during class time or meetings why they haven't been communicating as much as desired.

Team members should typically send slack messages to check in at least twice a week.

- What technologies will you use to support team meetings and work? (Google Drive, Hangouts, Zoom, Facetime, etc)

We will use Zoom to meet if one of us tests positive and Github to remotely post our iterative improvements to the code.

- How will you make decisions? (Unanimous, consensus, majority rule, by assigned roles, rock-paper-scissors, etc.)

We will make decisions by majority rule, meaning that whenever there is a disagreement, ⅔ people need to vote to make the decision for what path to follow. If a majority cannot be reached, discussion will continue, and members are encouraged to seek the counsel of the professor.

- How will you divide the work?

We will divide the work roughly based on the front end, back end, and controller sections. However, we can help each other if need be. Antonio should do the comments for the front end, controller, and backend in order to gain an understanding of how all of the different pieces of the project work together.

- How will you ensure that everybody participates meaningfully? How will you make sure that everyone's contribution is valued?

We will ensure that no one does their work completely in a vacuum: that everyone is communicating about what they are doing as they are doing it as much as possible, and that everyone has a working understanding of what everyone else is doing

Individually, we will answer weekly google forms about each others' contributions.

- What expectations do you have for satisfactory participation? (How much time will each group member spend per week on project activities?)

Depending on what the workload is, the time could change, but each member should be spending roughly 3 hours per week along with the meeting times.

- What process will you follow if someone does not live up to their responsibilities and/or meet the standards for work set by the team?

We will bring the issue up during a group meeting. If the person still doesn't change their behavior, go to the professor to work out a compromise or a solution.

- How will you address conflict or deal with disagreements within the team?

We will address conflict through respectful team communication. We will bring up our discrepancies to each other as soon as possible. If it gets out of hand, we will take it up with the professor so it gets settled and we can move forward.