

UNIVERSITY OF MISSOURI-COLUMBIA
COLLEGE OF ENGINEERING
DEPARTMENT OF ELECTRICAL ENGINEERING AND COMPUTER SCIENCE
CS 8050 – DESIGN AND ANALYSIS OF ALGORITHMS II
Fall 2025

ASSIGNMENT 0: The Team Charter

Due Date: Friday September 12th, 2025, at 5:00 pm
(20 points)

Congratulations! You have been hired as a software consultant by a well-known, large organization to join a team dedicated to analyzing and solving software problems. Teams are composed of 2 members. *At this stage, I assume that you have already been introduced to your team members.*

Provide a professional-looking document that includes the following:

- **Group Name** – Each group will take a name as Group#, e.g., Group1. This will give you an identity. Note that it is not a project name. No space allowed in the group name.
• **(1 mark)**
- **Group Members** - List the names of your team members and their phone numbers and email addresses. This will provide a directory for your team later on.
• **(4 marks – 1 for names, 1 for Students #, 1 for phones, and 1 for emails)**
- **Agreed Upon Meeting Times** - You and your team should compare schedules so that you can agree on a time or set of times that allow you to meet as a group to work on these assignments/projects. If you discover any conflicts, you should reevaluate whether you should be a team. You may want to think about using a software collaboration tool or other available technology to help reduce the dependency on same place/same time meetings.
• **(3 marks)**
- **A List of Team Rules and Expectations** - In the past, you probably have all worked with at least one other person. As a team, share some of those experiences and discuss whether those experiences were positive or negative. Based upon your discussion define a set of team rules and expectations. For example, how should the team resolve conflicts? What happens if someone misses a meeting? Two meetings? Three? etc.? How will the team deal with someone who does not contribute equally? Each member of your team should agree to these rules. Do not take this lightly. You may also want to discuss and document how the team may change its charter if needed later on.
• **(6 marks – 0.5 per rules, we expect to have at least 12 rules)**

- **A Code of Ethics** - A project team has a responsibility to themselves and to their client or sponsor. You may want to start by developing a list of values that you and your team members feel are important. Based upon that list, develop a statement or itemized list that summarizes those values to guide your team's ethical behavior.
 - **(4 marks)**
- **Signatures** - Each member of your team should sign the team charter. This will indicate that each member has read, understands, and agrees to the rules and expectations of the team.
 - **(2 marks)**

Hand In

1. One and only one document needs to be submitted per team by the above due date.
2. Use Canvas to submit your work in this assignment, convert your document to PDF and submit one PDF file.
3. Apply the following naming convention for the PDF file: "Group#_CS8050_assignment0.pdf", e.g., "Group1_CS8050_assignment0.pdf" for Group1 team.