Communication:
1. Team meetings:
   > We have scheduled team meetings online through Zoom twice a week on Tuesday *and* Thursdays at 6:00 pm. We are not planning a specific amount of time for each meeting, besides a minimum of 15 minutes to check in with each other and see how much progress we made, but rather we are setting goals for each meeting and forcing eachother to complete them within the time frame. We do not see a reason to record the meeting, though we will write down important notes and update any of our chronological goals accordingly in a shared google document.
2. Assistance:
   > We have each other's phone numbers and feel as if we can reach out to any of our team members if we are experiencing any issues. Response will easily happen within a few hours of initial contact, if not immediately. If the issue can not be reasonably resolved over text, then arranging a zoom call to screen share works as well.
3. Respect:
   > Everyone will have time to voice their opinions and be addressed. If someone expresses that they do not feel as if they are respected in the group dynamic, it will be addressed and resolved amiably. The relationship between collaborators is friendly, and as a result, we do not believe this will be a problem.

Collaboration:
1. Work Distribution:
   > We will all be taking equal shares of the work, likely assigning each collaborator to lead point on a specific section of code. If one person expresses difficulty or that their load is greater than expected, the work will be redistributed accordingly without issue.
2. Time Commitment:
   > We expect that each partner will commit a minimum of 5 hours per week, scaling up as the project progresses closer to the deadline. Ultimately, we will put in the amount of work necessary to complete our project to each other's satisfaction.
3. Conflict Resolution:
   > We will respectfully come to a discussion and work something out. Since we will be monitoring work from each member in our meetings, we do not think there will be any instances of situations where members will have an unusually large amount of tasks compared to others.

Virtual Signatures:
- Nick Arand (ndarand2)
- Charlie Gordon (cgordon5)
- Nicholas Logan (nylogan2)