

Project Name: **ANDROID-BASE GROCERY SHOPPING APPLICATION**

Project Team Members Names and Sign-off:

Name	Team Role/Position	Sign-off on Team Member
Sabanto, Cherobel H.	Project Manager	
Villanueva, Edna C.	Project Analyst	

Code of conduct: As a project team we will:

- Work according to our designated assignments and areas
- Keep other members informed of information related to the projects

Participation: we will:

- Be open in terms of introducing new ideas
- Avoid placing blame to other members when things go wrong
- Have one discussion at a time

Communication: we will:

- Listen to the ideas of other members and provide non-judgement feedback
- Decide as a team on the best way to communicate
- Continue our communication through mobile phones, group chat and when we are at school

Problem Solving: we will:

- Encourage everyone to participate in solving problems
- Strive to build each others ideas

Meeting Guidelines: we will:

- Meet every weekend 1PM-8PM until the project is done.
- If we are in school and if we have free time we will talk and discuss our project on what else we will add.
- Arrange additional meetings, if needed

Consequences: we will:

- Impose a 35.00php fine if a member fails to attend agreed meetings. The said fine is to be used for load of the internet, printing or snacks.