**Team Contract**

Team Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| GOALS: What are our team goals for this project?  What do we want to accomplish? What skills do we want to develop or refine? |
| * Learn how to work as a team to effectively and collaboratively. * We aim to gather knowledge on technologies that will be used for this project that we may not have used before. |
| EXPECTATIONS: What do we expect of one another in regard to attendance at meetings, participation, frequency of communication, the quality of work, etc.? |
| * We expect to communicate on Slack and to keep each other informed on the progress of the work. * We expect to meet all the deadlines. |
| POLICIES & PROCEDURES: What rules can we agree on to help us meet our goals and expectations, such as preparatory tasks, generating ideas, evaluating outcomes? |
| * Avoid plagiarism. * Push any changes or additions to the project to github to have visibility |
| ROLES: Which roles do we need in this project and how do we allocate them? Will there be a project lead? Is there a need to rotate roles? |
| * One team member will be responsible for submitting the work. * We don’t need fixed roles. |
| CONSEQUENCES: How will we address non-performance regarding these goals, expectations, policies and procedures? How do we resolve disagreements? |
| * We will invite non-performing team members to be as active as the other team member * If a team member does not deliver on time, another team member will cover. |

By signing this contract, we confirm that:

* We have participated in formulating these goals, expectations, roles, procedures, and consequences as stated in this contact.
* We agree to abide by the contents of this contract

Sathira Padukka 13/March/2022

Team member name and date

Team member name and date

Team member name and date

Team member name and date

Team member name and date