**Team Members:**

Kyle Yoneshige:

Stuart Kyawmyint:

**Team Name:**

Placeholder

**Team Policies:**

* **Primary Mode of Communication:** Slack
* **How Long do Members have to respond**: 24 Hours after received message
* What should a team member do if they...?
  + **Get confused about what to do:** Ask for assistance from partner and potentially further discuss in office hours with TA’s and instructor
  + **Fall behind in their work:** Notify partner and ask for assistance to catch up.
  + **Think they will fall behind due to upcoming exigent circumstances, etc:** Notify partner as soon as possible
  + **Fail to contribute sufficiently to an assignment (e.g. should they do extra work on the next one?):** Extra work can be done on next assignment to balance workload
* **Meeting Commitment**: Meet once a week on Sunday afternoons (?) to discuss current status on tasks and future tasks to complete