

CSC106

Group Norms and Team Contract

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The objective of this activity is for your group to decide upon group norms and craft a team contract. Your entire group should come to a consensus about these items.

Submit the link to this document as part of your quiz for today. Also share the link with everyone in your group.

Note that part of your final project grade will be the effort you put into your project.

Decisions (How will they be made? Majority, consensus, other?)

Our decisions will be consensus

Attendance (What are your expectations for the frequency and type of attendance for work outside of class/lab time?; What are legitimate reasons for missing? What do missing members have to do to make up for missed meetings)

We will make up times for whenever we are both free. Our expectations are not to miss class. Health reasons would most likely why we miss class or meetings. Missing members will catch up and do whatever is not done.

Assignments (How will assignments be made? How will the group deal with members who do not complete (or poorly complete assignments?)

We will be using pair programming to get our work done. Group members who don't complete assignments will have to do extra work on the next.

Participation (How will you communicate and share information; How will you ensure full participation of everyone? How will you honor member strengths and interests)?

We will share information by email and by texting each other. We will remind each other so we get full participation. We can find out what we are best at and apply them to what they do best

Meeting Times and Locations/Mediums (How will you decide on locations and times that suit all members)?

We will text to find out when each other is free and then meet accordingly.

Agenda and SCRUM Meeting Notes (Who will take them and in what format will they be shared?)

We both will share them on the Google services. We will also switch off with who takes the notes and shares them.

Promptness (What do you expect and how will you handle lateness?)

We expect each other to be on time and if we are late then we have to catch up on what we are doing.

Conversational Courtesies (How will the team encourage and reinforce active listening, sharing of the airtime, tangents, respectful dialogue, etc)

We will be active and respectful listening to each other and speak when it's our turn.

Enforcement/ Feedback (How will the team enforce its own rules? How do individuals prefer to give and receive feedback?)

We will give each other constant reminders on the rules and give feedback during and outside of class.

You may add additional norms here.