
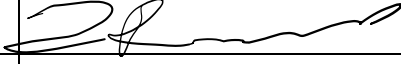


Team Contract

Project Name:

Project Team Members Names and Sign-off:

Name	Sign-off on Team Contract
Logan Shugg	
Zali Rademaekers	

Code of Conduct: As a project team, we will:

- Maintain good communication
- Be respectful of each other and their opinions/ideas
- Be responsible, i.e. completing tasking in a timely fashion

Participation: We will:

- Do equal amounts of work (regularly check in about workload)
- Keep up to date with assignment timelines and lab work
- Ask for help if needed, e.g. team member, lecturer and TA

Communication: We will:

- Have regular check-ins with each other
- Plan and attend regular meetings
- Discuss issues or problems when they arise

Problem-Solving: We will:

- Seek help from external sources if struggling with research, i.e. library, TA or lecturer
- Discuss with other team member if struggling with practical aspects of the assignment
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Meeting Guidelines: We will:

- Have a meeting at least once a week, and Logan will take minutes
- Be on time and inform other team member if you are running late/can't attend

- Come prepared to meetings