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## 6.005 Project 2 – Team Contract

- What are the goals of the team?
  - We want to create an A worthy project with an extra feature or two.
- What are your personal goals for this assignment?
  - Robert: Implementing the client-server architecture
  - Zeke: Apply UI and design skills
  - Harihar: Get more experience with concurrency
- What kind of obstacles might you encounter in reaching your goals?
  - Difficulty collaborating over the break
  - Being busy with other classes
  - Having difficulty meeting because of living locations
- What happens if all of you decide you want to get an A grade, but because of time constraints, one person decides that a B will be acceptable?
  - If this ends up happening, the other two will have to take added work upon themselves
- Is it acceptable for one or two team members to do more work than the others in order to get the team an A?
  - Obviously we'll want to divide the work evenly, and we'll arrange our schedules so that we get plenty of time to work on the project. The primary goal, however, is to finish the project, so each member will take it upon themselves to do work if others are slacking.
- Do you have a preference for when meetings will be held? Do you have a preference for where they should be held?
  - Meetings will be held in the evenings, after classes. This way, we have plenty of time to code.
- **How will you use the in-class time?**
  - Since we have limited time in class, we don't plan to start coding features there. Instead, we'll discuss the software architecture and use the time for teammates to update the team with status and the problems they are facing.
- How often do you think the team will need to meet outside of class? How long do you anticipate meetings will be?
  - We'll probably need at least three coding sessions (3 hrs or more) during each week, in addition to class time.
- How will you record and distribute the minutes and action lists produced by each meeting?
  - Harihar will write them in a document during the meeting and put them in the git repo
- How much time per week do you anticipate it will take to make the project successful?
  - I'd guess it'll work out to about 20 man-hours a week

- How will work be distributed?
  - It will depend on people's schedules, interests, and prior knowledge.
- How will deadlines be set?
  - We'll aim to meet the class deadlines at least one day in advance.
- How will you decide who should do which tasks?
  - People who are interested in a task will be encouraged to take it. People who are skilled in a task will be encouraged to take it. People who are done with their task will be encouraged to take another.
- **Where will you record who is responsible for which tasks?**
  - The task assignments will be recorded in a document on the git repo
- What will happen if someone does not follow through on a commitment (e.g., missing a deadline, not showing up to meetings)?
  - They'll be expected to make up for the work and complete their regular assigned work as well.
- How will the work be reviewed?
  - Code will be reviewed by one other team member
- What happens if people have different opinions on the quality of the work?
  - If time permits, we will discuss the two options and implement the solution with better quality. If we are behind on our deadlines, we'll just implement the quickest solution that works.
- What will you do if one or more team members are not doing their share of the work?
  - Kick them off
- How will you deal with different work habits of individual team members (e.g., some people like to get assignments done as early as possible; others like to work under the pressure of a deadline)?
  - Go with the "better" habit (ex. get the work done early instead of late).
- Do you need consensus (100% approval of all team members) before making a decision?
  - Nah, 2/3 is good
- What will you do if one of you fixates on a particular idea?
  - If time allows, give the person a chance to implement it. If we are behind on the deadlines, we will tell the person to focus on the tasks at hand.