DECO3500 Team Contract

Project Title: OMC
Team Name: Get 7
Github URL: https://github.com/zmxxb/Get7.git

Leader: Jiahao Hou
Team Members

Student ID	Full Name	Program of study	Email address	Duties
s4569475	Xiao Liang	Master of Engineering-Software Engineering	x.liang2@uqconnect.edu.au	Responsibilities: Develop the application Key role: Coder, prototype
s4669329	Weiyou Chen	Master of engineering-Software engineering	weiyou.chen@uqconnect.edu.au	Responsibilities: Develop the application Key role:Coder, prototype
s4566316	Haozhong Li	Master of Engineering-Software Engineering	Haozhong.Li@uqconnect.edu.au	Responsibilities: Develop the application Key role: Coder, prototype
s4500503	Liyin Qin	Master of Information Technology	liyin.qin@uqconnect.edu.au	Responsibilities: Design the system interface and its functions Key role: UI/UX designer, collect resources, prototype
s4599570	Yu Dou	Master of Information Technology	y.dou1@uqconnect.edu.au	Responsibilities:Design the system interface and its functions Key role:UI/UX designer, collect resources, prototype
s4608586	Jiahao Hou	Master of Interaction Design	mr.hou@uqconnect.edu.au	Responsibilities:Design the system interface and its functions Key role: UI/UX designer, resource collecting, Prototype
s4505954	Shengze Yu	Bachelor of IT	shengze.yu@uqconnect.edu.au	Responsibilities:Design the system interface

				and its functions Key role: UI/UX designer, resource collecting, Prototype

Communication Agreement

Primary channel of communication：Wechat, Guided, Zoom

Secondary channel of communication :Google doc, Miro

Expectation of response times: within 24h

Meeting: twice a week. Once we will have a meeting in the Guilded on Wednesday studio. We have team members in both external mode and internal mode so we will all attend Wednesday studio. Another time we choose to meet on weekends through zoom. We also have a chat group on Wechat to communicate with each other at any time.

How decisions will be made within the project: We will discuss what we have done and what we should do in weekly meetings and make decisions by secret ballot.

Workload Agreement: The tasks allocation are managed by willingness and technical skills of each team member. The three programmers will cooperate through Github. The three UI designers will work together through Adobe Xd.

Conflict Resolution Agreement

Any conflict would lead to the failure of the team project, e.g. team members have different goals towards the project, or have different opinions on the same system function. Also, the barrier of communication or collaboration would be a "disaster" to the project as well. To avoid conflicts happen during the project design session, there are many things could do:

First, timely communication must be accomplished within the team to maintain the smooth flow of information, so as not to lead to information obstruction and accumulation of contradictions.

Secondly, when a disagreement produces multiple opinions, it is time to seek a solution that accommodates both proposals. This is a win-win approach that builds a better relationship and trust(This method works well when the project has plenty of time).

Thirdly, take advice from one side, if he has mature ideas of the proposal, or he has sufficient experience in the field.（This scheme is suitable for use when time is pressing.）

Fourthly, explain in detail and try to eliminate misunderstanding. Communication could be the key to the conflict. Sometimes team members misunderstand each other's opinions or
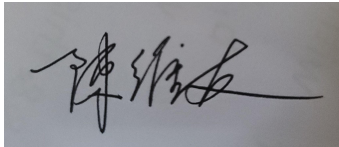
are not sure about that thing. Sufficient explanations make sure everyone knows clearly about his/her tasks.

Signature

Liyen Qin   Jiahao Hou   Haozhong Li

陈继然   Yu Dou   Liang Xiao