

1. Team Membership. Who are the team members that have agreed to this contract?

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2. Contribution Criteria. What criteria will you use to decide if a member has contributed effectively? Examples can include: level of professionalism, leadership, timeliness of attending meetings and submitted work, and willingness to collaborate.

Finished Tasks

Attend Meetings (outside of class as needed)

Weekend check in's

3. Behavioral Criteria. What criteria will you use to decide if a member has behaved appropriately? Examples include providing feedback without criticizing, being on time and prepared, honoring the terms of this contract, and listening to each other.

User story/functions/milestone/group meetings

4. Behavioral Criteria. What criteria will you use to decide if a member has behaved appropriately? Examples include providing feedback without criticizing, being on time and prepared, honoring the terms of this contract, and listening to each other.

Relaying updates regarding their progress on their issues on a weekly basis.

Explanation about the issued you finished (easier for other working off form it)

5. Managing conflict. How will the team manage conflict or disagreement?

Have the person(s) explain the issues they are facing without disruption from others to promote mutual understanding.

6. Failure to honor the contract. What will happen if someone fails to honor the terms of this agreement?

1st Offense: Confrontation

2nd Offense: -1% on Milestone Evaluation

3rd Offense: Talk to Professor Moore

Future Offenses: -1% on Milestone Evaluation per person (9% total)

7. **Signatures.** The document should conclude with the “signatures” of each team member. You can provide signatures any way you want, but you cannot “sign” for someone else.

Shannon Kam

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Kai He

Yhanessa Sales

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