

ENB rotation: Anthea, Aanya, Samantha

**Team members:** Samantha, Anthea, Aanya

## Team Responsibilities

<b>Responsibility</b>	<b>Primary Responsible Team Member</b>	<b>Secondary Responsible Team Member</b>
Document Control	<b>Samantha</b>	<b>Aanya &amp; Anthea</b>
Recorder / Note Keeper	<b>Samantha</b>	<b>Anthea</b>
Communication Expert	<b>Aanya</b>	<b>Samantha</b>
Researcher	<b>Anthea</b>	<b>Aanya</b>
Timeline/Scheduler	<b>Samantha</b>	<b>Aanya</b>
CAD Expert	<b>Anthea</b>	<b>Samantha</b>
Prototype Planning	<b>Anthea</b>	<b>Aanya</b>
Prototype Construction	<b>Anthea</b>	<b>Samantha</b> <b>Aanya</b>
Testing Methods	<b>Aanya</b>	<b>Anthea</b>
Data Collection	<b>Aanya</b>	<b>Everyone</b>
Presentation Planning	<b>Samantha</b>	<b>Everyone</b>
Presentation Visual Aids	<b>Aanya</b>	<b>Everyone</b>
Final Project Documents	<b>Anthea</b>	<b>Everyone</b>

Feel Free to add more!

**By submitting this assignment, all team members have read and agreed to the following norms (feel free to add more)**

- Listen to input from all team members.
- Follow meeting schedules and project timelines.
- Follow Conflict Resolution protocols.
- Don't be defensive with your teammates.
- Support each other.
- Be honest with each other about ideas and challenges.
- Pay attention to other team members' needs and help them do things for themselves.
- Settle into roles and share responsibility.
- Gather input from all team members.
- Be wary of competition among team members.
- Be prepared for differences of opinion. Build consensus.
- Productively give and receive feedback.
- Revisit team norms as needed to determine what is working and what is not.
- Celebrate success and have fun!