

Team Space-time Continuum Contract

For IAT235 final project - D101

Team Members

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Team Procedures

1. Methods of Communication

Face-to-face will be preferred, followed by Skype and finally texting. Members have 3 hours to respond to messages before being considered an act of infraction. Daily Skype conversation at 8PM on Monday, Tuesday, Thursday and Saturday.

2. Methods of Sharing Documents

Google Drive for sharing documents, and Dropbox for sharing the prototypes and graphical assets.

3. Decision-making Policy

Decisions will be made by majority vote.

Team Participation

1. Ensuring Cooperation and Equal Distribution of Tasks

We will clearly and explicitly define the roles, and distribute these roles among the team members. How we distribute them will take into account of each member's strengths and preferences, so that everyone can work confidently to produce the best possible project.

2. Team Maintenance

We will meet together frequently to help encourage and keep ourselves focused on the project. If we can't meet in person, we will talk on Skype frequently.

Team Integrity

1. Handling Infractions and Failure of Obligations

Inform the offending member of their infraction, and analyze the reason behind the action. If the degree of the action is mild, the team will redefine their roles and increase frequency of meetings to keep all members on track, encouraged and invested in the project. If the offense is serious, apply the consequence for how the infraction is handled for repeated offense below.

2. Handling Continued Infractions

The offending member is expelled from the group. No further communication is established, and the existing work will be distributed between the remaining members.

Alternatively, the offending member will do the Cinnamon Challenge.

Signatures

a) I participated in formulating the standards, roles, and procedures as stated in this contract.

b) I understand that I am obligated to abide by these terms and conditions.

c) I understand that if I do not abide by these terms and conditions, I will suffer the consequences as stated in this contract.

1) _____
Date _____

2) _____
Date _____

3) _____
Date _____