**Team Working Agreement**

Term: **Autumn 2017**

**Creation 10/30/2017**

**1) Group Identification**

Lab section # - .01

Table # - G

Instructor –Dr. Krieger

Team Name (Optional) -

Team member info:

|  |  |  |  |
| --- | --- | --- | --- |
| NAME: | EMAIL: | PHONE: | OTHER: |
| Cody Bernier | Bernier.27@osu.edu | 765-337-6379 |  |
| Caleb Moraw | [Moraw.3@osu.edu](mailto:Moraw.3@osu.edu) | 734-787-2584 |  |
| Xinyi Zhang | [Zhang.8895@osu.edu](mailto:Zhang.8895@osu.edu) | 216-339-6222 |  |
| Maia Bates | Bates.517@osu.edu | 614-707-6692 |  |
|  |  |  |  |

**2) Primary Means of Communication and Expectations**

Our team’s primary means of communication is text message through a group chat. However, in some cases we will use email if necessary. The expected response will be ASAP for texts. Everyone will check emails at least once a day and responding ASAP.

**3) Scheduling of Meetings**

Agreed upon means of scheduling meetings.

The group will decide once class has ended or over text/email the dates and times of any meetings that need be held for the week.

Team Name: Group G

Meetings

1. Date: 10/30/2017 Time: 1808 Location: Hitchcock Hall

Initial discussion of SDP. Games decided on (blackjack and connect four). First interview with Hunter Tausch done. Roles discussed. Game division created. Website created.

**4) General Responsibilities for All Team Members**

1. Be respectful to everyone
2. Make sure your share of the work gets done
3. Help others when needed
4. Be accountable for others in the group
5. Try your best with everything you do
6. Do not make personal issues a group issue, although if personal issues affect the group then discuss with the group.
7. Be on time
8. Make sure everyone is on the same page
9. Make sure everyone’s voice is heard and that everyone contributes

**5) Specific Team Member Responsibilities/Deadlines** (If applicable)

This part will be covered in the group meeting and will be updated if people are assigned roles.

**6) Conflict Resolution**

1. Work out the problem on your own if possible
2. Ask others in the group for opinions, etc to come to a conclusion.
3. Depending on the situation, involve a TA or GTA if necessary
4. Hold a vote if necessary and applicable
5. Make sure everyone’s voice is heard
6. Involve the professor as a last resort

**7) Expectations of Faculty and GTA’s**

If problems persist, then the TAs or the professor can be notified. But only after other resources have been exhausted.

**8) Team Signatures**