

ENGR 1182 Team R
Team Working Agreement
Spring 2018
Created 02/14/2018

1. Group Identification

Lab Section – 29815

Table letter – R

Instructor – Beyene/Busick

Team Information –

NAME	EMAIL	PHONE	OTHER
Alex Short	Short.329@osu.edu	419-388-8031	
Brian Glowacki	Glowacki.28@osu.edu	513-372-1456	
Max Doucette	Doucette.21@osu.edu	484-883-6218	
Justin Beachy	Beachy.56@osu.edu	614-359-5448	

2. Primary Means of Communication and Expectations

Team will communicate primarily through GroupMe. Team members are expected to respond to messages from team members within 12 hours.

3. Scheduling of Meetings

Team will set up future meetings at the end of each class as well as discuss what needs to be done at said meetings. Team member will remind each other about meetings.

Example Meeting Agenda:

- Date
- Time
- Location
- Members present
- Agenda
- Assigned work

4. General Responsibilities for Team Members

- Help each other in class/lab
- Stay on topic in class/lab
- Divide work fairly/ensure everyone is participating a fair share
- Discuss issues in a civil manner

5. Specific Team Member Responsibilities/Deadlines

- Alex Short will keep team on track and remind what needs done.
- Max Doucette will keep up with team SolidWorks designs. /
- Brian Glowacki will keep website up to date.
- Justin Beachy will be primarily responsible for the construction of AEVs in class.

6. Conflict Resolution


If problems arise, team members will:

- Bring the issue to the groups attention
- Let everyone give a statement on the situation
- Discuss the issue with GTA to find a solution
- Let GTA decide on a solution if cannot agree on one together

7. Expectations of Faculty


If a team member does not live up to this agreement, the situation could be reported to the instructional staff. If this happens, teams will still be responsible for turning in all assignments on time. The staff is expected to be available in these instances.

8. Team Signatures

Alex Short  Date 2/14/18

Brian Glowacki  Date 2/14/18

Max Doucette  Date 2/14/18

Justin Beachy  Date 2/14/18