

TEAM CHARTER

BY TINA MATTHEW GABRIEL

ABOUT

In this document, the team's agreements are listed. This includes the penalties, repercussions, and team details that might influence teammates' performance.

COMMUNICATION

In terms of communication, the group created a WhatsApp group chat and a team's chat to store files. The team's members will connect and talk about the projects on these platforms. The team also meets in person several times a week and talks in person at fontys' campus.

FEEDBACK

Feedback will be asked for at least twice a week, and more frequently if necessary.

ATTENDANCE AND BEING LATE

On project days, members will be at school from 9 a.m. to 4 p.m.

When a team member is late (after 9.15am) they owe the rest of the team a healthy snack:

- (pack of) Fruit
- Dried fruit
- Protein bars/drinks
- Smoked salmon
- Rice cakes
- Self-made snack from home
- Anything healthy snack related

Valid reasons could be the following: (actually) sick; being stuck in traffic; if you commute by train/bus, the delays.; accident on the way; protests; death/sickness of pet; flat tire; rental appointments; doctor/dentist appointments; computer fixes etc.

PROBLEMS WITH TEAMMATES

When a team member is either:

- Continuously absent
- Refusing to take part in the group.
- Failing to complete the task.

If the team member agrees, they can talk about taking them off the team or work with a faculty member to decide what to do next.

DOCUMENTATION STORAGE

The group will utilize Teams to keep all documentation so that they collaborate on it.

STRENGTHS AND WEAKNESSES

These are some of the team's strengths and weaknesses, as described by each member.

NAME	STRENGTHS	WEAKNESS
Tina	Design, leading, presenting, artistic, organizing, HTML,CSS	Overly humoristic, git, JS
Matthew	Organizing, planning, presenting, coding, problem solving	Brain fog, git, tunnel vision
Gabriel	Creative thinker, design, html css ,	Brain fog, focus