

**Team Contract**  
**Trash to Treasure (Accelerated Composting)**

Part 1: Goals

Goals:

- Finish a good project on time
- Try to make impact on society
- Feasible project

Personal Goals:

- Creativity
- Effective Time Management
- Well-prepared presentation / projects
- Attention to aesthetics

Obstacles:

- Dissent
- Other work / Availability
- Goofing Off
- Project too ridiculous

One member wants a "B"

- Team discussions

Acceptable for two members to work harder for "A"

- Try to evenly distribute work, rebalance next round if necessary
- Group discussion if one person isn't pulling their weight
- Have meetings where work is done

Part 2: Meeting Norms

Meetings:

- No preference for location
- Tues 5-7

Recurrence:

- Once a week

Eating:

- Ok

Part 3: Work Norms

Hours:

- 2hr/wk team & 1hr/wk individual

Work Distribution:

- Self-moderated during meetings

Deadlines:

- Day in advance of actual deadline

Task Distribution:

Given based off skill set and enthusiasm

Commitment / Deadline Missing:

Reschedule meeting if necessary

Barrage of spam

Only three people, hopefully won't be issue

Work is reviewed during meeting.

Peer Pressure

Redistribute work or do it during the meeting

Work Review:

During review session

Work quality:

2/3 majority rule

Not doing share of the work:

Assume 2/3 people will not quit. Otherwise discuss with instructor / senior advisor

Different work habits:

Deadline is set a day in advance

Part 4: Decision Making:

Decisions:

2/3 members need to agree

Fixates on particular idea:

Go with majority

Persuade as much as possible.

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