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.