**Group 2 - Team contract**

First of all, we respect each other’s opinion and time-schedules. Everybody should deliver good work. Everybody has to do what he/she is supposed to. Help each other out if you see/have problems. Better ask for help than do something that was a waste of your time. Ask for help in time, don’t wait till the last moment. Our end product is not only the assignment, but also to be able to work and act in a team. All team members sign this contract. We expect all team members to stick to the contract rules, which we will have to learn to be able to do. The contract is binding for the duration of Module 1.

Assignments are preferably finished two days before the deadline. Everybody should make his/her work on time.

We work on Google Drive and files are being exchanged via BlackBoard. We keep in mind exams and rather work a whole day on a project after the exams have taken place than during learning days. If we have lecture-free days, we rather work at home via Google Drive than come to the University. So we plan collaborative work before or after lecture-free days. We are going to communicate via Whatsapp, appointments will be discussed here and you should check it often. We are on time for a meeting. If this is not possible send a message to one of the other team members. Everybody should be prepared for a meeting.

If you do not agree to what is negotiated, please tell so, so we can solve it. If we fail to reach an agreement on a matter that jeopardizes our team performance, we will first ask for peer feedback and ultimately ask our tutor or skills teacher for help. The person who is underperforming remains responsible for performing as agreed and has to make up for what they did not do, for example do more for the next assignment.