**Team Name** _sdmay23-23_____

**Team Members:**
1) _Jonathan Insyxiengmay_____ 2) _Aaron Barvincak_____
3) _Alec Gilroy_____ 4) _Brock Veatch_____
5) _Aryan Prajaptai_____ 6) _Hamza Shahid_____
7) _____ 8) _____

**Team Procedures**

- Day, time, and location (face-to-face or virtual) for regular team meetings:
    - Meetings will occur on Wednesdays from 4 until 5. They will be on either zoom or in-person, whichever is necessary for the week.
- Preferred method of communication updates, reminders, issues, and scheduling (e.g., e-mail, phone, app, face-to-face):
    - Updates will be over discord, in-person during class, and during Wednesday meetings.
- Decision-making policy (e.g., consensus, majority vote):
    - Majority vote
- Procedures for record keeping (i.e., who will keep meeting minutes, how will minutes be shared/archived):
- Weekly meetings, recorder will write down highlights and achievements we have accomplished and set goals for the next meeting throughout our design.

**Participation Expectations**

- Expected individual attendance, punctuality, and participation at all team meetings:
    - Attendance to weekly class is suggested, meetings are mandatory unless they can not make it.
- Expected level of responsibility for fulfilling team assignments, timelines, and deadlines:
    - If assigned a task, or volunteering to take on a task team member should try to complete it in a timely manner
- Expected level of communication with other team members:
    - At least check in with discord once a week, answering any open questions.
- Expected level of commitment to team decisions and tasks:
    - Should have an input, or provide an alternative idea if they disagree

**Leadership**

- Leadership roles for each team member (e.g., team organization, client interaction, individual component design, testing, etc.):
    - Aaron B - hardware designer 1 - implementing and testing the physical antenna.
    - Alec G - hardware designer 2 - implementing and testing the physical antenna.
    - Aryan P - software designer 1 testing radiation pattern and displaying mode.l
    - Brock V - implementation of different angles of the antenna by using motor control.
    - Hamza S - software designer 2 testing radiation pattern and displaying model
    - Jonathan I - Leader - organizing team meetings, weekly updates and helper in both hardware and software.
- Strategies for supporting and guiding the work of all team members:
    - Collaboration between team members, frequent meetings to ensure goals are being met.
- Strategies for recognizing the contributions of all team members:
    - Have specific goals for each team member to achieve.

**Collaboration and Inclusion**

- Describe the skills, expertise, and unique perspectives each team member brings to the team.
    - Aaron B - Signal and control system processing, Circuit theory analysis
    - Alec G - Some embedded experience, some CAD, EE classes
    - Aryan P - Software applications towards data analyzing, experience in app development using android studio.
    - Brock V - C, Java, Python, Matlab and web development
    - Hamza S - Python development, Android Studio Development
    - Jonathan I - Circuit analysis and designer
- Strategies for encouraging and supporting contributions and ideas from all team members:
    - Having each team member work in a field they are comfortable with. Have open communication and be open to different ideas. Have goals but understand the way to achieve goals can be different.
- Procedures for identifying and resolving collaboration or inclusion issues (e.g., how will a team member inform the team that the team environment is obstructing their opportunity or ability to contribute?)
    - Informing team members what the issue they are having and what application they are using. Providing open communication on how we can resolve this issue. If it is outside our knowledge, we will inform our client what we are stuck with and how we can approach the problem. Writing down our error and approach when resolving issues will be critical when designing the project.

**Goal-Setting, Planning, and Execution**

- Team goals for this semester:
    - Get a valid prototype, have a parts list ready for assembly in the second semester
- Strategies for planning and assigning individual and team work:
    - Providing weekly plans on what we should focus on and assign team members what their positions are.
- Strategies for keeping on task:
- Collecting information during our meetings and post them through the group chat and highlight what to keep in mind before we head to our next meeting

**Consequences for Not Adhering to Team Contract**

- How will you handle infractions of any of the obligations of this team contract?

  **To handle infractions of any of the obligations of this team contract is contact the individual regarding their performance and contribution.**

- What will your team do if the infractions continue?

  **If this process tends to continue, we will contact our instructor about setting up what will happen next when one of the team members violates the team contract.**

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a) *I participated in formulating the standards, roles, and procedures as stated in this contract.*
b) *I understand that I am obligated to abide by these terms and conditions.*
c) *I understand that if I do not abide by these terms and conditions, I will suffer the consequences as stated in this contract.*

1) __Jonathan Insyxiengmay_____ DATE ___09/21/2022_____
2) __Aaron Barvincak_____ DATE ___09/21/2022_____

3) __Alec Gilroy_____ DATE __09/21/2022_____
4) __Brock Veatch_____ DATE __09/21/2022_____
5) __Aryan Prajaptai_____ DATE ___09/21/2022_____
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