MGMT 311: Team Contract

This contract (this page and the next) must be completed, signed by <u>all</u> team members, and handed in on the date listed in the Course Schedule of the syllabus¹. If you need additional space for any section, you may expand the space provided as necessary. Type your work and be sure to <u>staple all pages</u> before handing this in.

LA	B D	OAY & TIME:	TEAM NAME:
I.	BU	ILD TEAM COHESI	N (Get to know each other; hang out; have a meal together; discuss where from, hobbies)
II.	list	ed on the Team O	WOULD LIKE TO ACHIEVE AS A TEAM THIS QUARTER (Refer back to the individual goals you entation Activity to be sure that your team goals take into account the personal goals you each goals need not all be directly related to performance.
Ш	. ID I a.		IS YOU WOULD LIKE TO DEVELOP (revisit these as necessary throughout the semester): When? Where? How often? Attendance/preparation? Expectations for coming to class? Etc.)
	b.	Working norms	Quality standards/control? Setting and enforcing deadlines? Accountability? Etc.)
	c.	Communication	orms: (How will the team keep in touch? Expectations for responsiveness? Etc.)
	d.	Organizing norn	s: (How will roles be determined? What roles will individuals play? Etc.)

¹ <u>Note:</u> Your contract may mention the possibility for changes (including changes to the Contract Terms) to be made later in the quarter. The possibility of changes must be stated in the contract you hand in. Changes themselves must be submitted to the lab instructor in writing with every member's signature at least 24 hours before the day of your presentation.

	e.	Consideration norms: (How will you make sure that individual sensitivities are respected? Etc.)	
	f.	Conflict resolution norms: (How will you handle conflict within the team? Refer back to the Team Orientat Activity and think of SPECIFIC ways for handling/managing the possible conflicts you listed should they occ	
	g.	Decision-making norms : (How will you ensure that everyone contributes to discussions? How will you maked decisions (consensus, majority rules, secret ballot)? Etc.)	ke
IV.	poi cor	contract Terms (If you do wish to establish a point redistribution system, provide <u>specific details</u> on <u>exactly hor</u> point redistribution decisions will be made and <u>exactly how</u> points will be redistributed. If the language of your contract is unclear or vague we may not allow you to enforce it. If you choose not to do any point redistribution, usis space to explain why not.) ²	
V.	Sic	GNATURES (contracts must be signed by all team members to be considered complete): Member Signature	

² If anyone on your team is taking this class pass/fail, this must be acknowledged under contract terms and the team must agree on what qualifies as "passing" with respect to the team project.