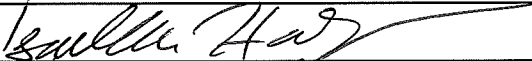


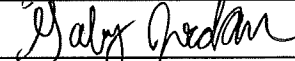
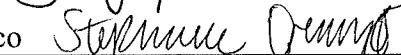


Team Contract

Date 2/6/19

Project Name: Mind Over Matter

Project Team Members' Names and Sign-off:

Name (Print & Sign acknowledging your understanding and acceptance)	Date
Isabella Hardy 	2/6/19
Kevin Shepard 	2/6/19
Dalton Colyer 	2/6/19
Gaby Jordan 	2/6/19
Stephanie Orozco 	2/6/19

Code of Conduct: As a project team, we will:

- Contribute to the best of our abilities toward the successful planning and execution of our project.
- See the team project through to completion.
- Keep other team members informed of information related to the project.

Participation: We will:

- We will attend all meetings to the best of our abilities.
- Contribute equally as a team.
- Be open to new approaches and consider new ideas.

Communication: We will:

- Keep all team members informed of all progress and planning- CC all members.
- Respectfully consider the opinions of internal and external stakeholders.
- Be clear and to the point.

Meeting Guidelines: We will:

- Utilize our time effectively and stay on task.
- Encourage everyone to participate.
- Hold each other accountable for meeting sponsor standards.
- Ensure team and external stakeholders in the meeting leave with an understanding of tasks completed and needed to be completed.

Problem Solving: We will:

- Strive to build on each other's ideas.
- Reach out for help when we realize we need it.
- Use data to assist in problem solving when possible.

Repercussions if expectations are not reached:

- Respectfully communicate any concerns directly and ASAP.
- Understand that points can be taken away at the discretion of other group members if improvement is not seen.