 **Group Contract**

Project Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Due Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Presentation Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Group Members:**

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| **Name** | **Contact Information:** phone number, email, social |
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 **Outline of Deliverables:** list all of the items that need to be done for project completion

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**Group Meeting Dates & Times:** start with scheduling the first meeting, decide at each meeting when the next one will take place

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| **Date & Time** | **Location** |
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**Team Delivery Plan:**

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| **Project Task** | **Who is completing this task?** | **Date to be completed** |
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**Outline the expectations for group members:**

For example: expected communication, attendance to meetings, adhering to due dates, what respectful collaboration looks like – include ideas for if a group member does not adhere to their responsibilities – what is the respectful action taken by the rest of the group?

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**Group Contract Signatures:**

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