

# CS4411/5411

## Teams

# What is a Team?

- Typically, 2 or 3 students
  - No more than 3
  - By exception, a single student can be allowed with my permission
- Ideally do not mix 4411/5411 students as the workload will be slightly different

## Why Teams?

- Projects are larger, more open-ended, and closer to real systems work
- Teams are how real systems get built

# Team Code of Conduct

- Each student should feel safe, welcome, respected
- *Participate, but don't dominate*
- Be patient
- Respect diverse talents and ways of learning
- Fight your implicit biases

A well-run team benefits **all** participants

# Team Expectations

- **Shared ownership**: the project succeeds or fails as a unit
- **Active participation**: everyone contributes meaningfully
- **Reliability**: show up, meet deadlines, follow through
- **Professional communication**: respectful, timely, documented

Treat this like a small engineering team, not a group assignment

# What we expect *not* to happen

- One person doing all the work
  - Or one person tuning out
- “Divide-and-disappear” development
- Last-minute integration

# How Teams Operate

- Meet at least once per week
  - Fixed time
  - Many short meetings or few long meetings?
  - Have an agenda and action items
- Document your meetings
  - Keep a TODO list, tentative deadlines
- Early integration
  - Merge code frequently
  - Test together early and often
  - Start ASAP

# Address Problems Early

- If someone is stuck, say so
- If coordination is failing, fix it
- If needed, involve course staff early, not at or after the deadline

*Most project failures are coordination failures, not technical ones*