|  |  |  |
| --- | --- | --- |
| Team Agreement contract | Location: | (Insert location)  |
| Date: | (Insert date)  |
| Time: | (Insert time)  |
| Facilitator: | (insert name)  |
|  |  |
|  |  |

Team members:

(names)

1. How will we facilitate team discussion?
2. How will we resolve conflict?
3. How will we encourage balanced discussion?
4. How will we ensure equal contribution?
5. How will we hold ourselves accountable?
6. How will we communicate effectively?
7. How will we make decisions?
8. How will we manage internal deadlines and time?
9. How will we celebrate achievements?
10. How will we ensure that we will follow this team agreement?

Signatures of all team members and this file will be uploaded on Mycourses under the submission of the same name.