

**STUDENT LEARNING & TRANSITIONS**

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**GROUP WORK CONTRACT**

This resource is intended to encourage open communication between group members. Please complete each section and save the agreed upon final copy in a shared Google Drive folder so all group members can have access.

**SECTION 1: THE PROJECT**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Project Title:** | |  | | | |
| **Course:** |  | | | | |
| **Professor:** |  | | | | |
| **Professor’s Contact Information:** | | | | |  |
| **Professor’s Office/Hours:** | | | |  | |
| **Value of Project:** | | | **%** | | |
| **Due Date:** |  | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project Type:** | **Paper** | **Presentation** | **Both** | **Other** |
| **Grade:** | **Individual** | **Shared** | **Both** | **Other** |

**If “Other” has been selected, please detail the nature of the project and/or the grading structure:**

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**SECTION 2: THE PEOPLE**

Please complete the table below. As a group, determine how the group will connect (e.g. phone call, text, email). All Nipissing University student email addresses will be required in order to create a shared Google Drive folder. The group may decide to use a different messaging platform and in that event, please provide the relevant contact information and ensure all members have appropriate access to the platform

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Phone Number** | **Email** | **Alternate Contact** |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |

**SECTION 3: THE STRATEGY**

In this section, the project will be divided into smaller components and assigned to group members. These deliverables will have a “soft” due date and a “hard” due date. The “soft” due date represents the best case scenario and meeting this due date will help the group; whereas, missing the “hard” due date will negatively affect the group.

|  |  |  |  |
| --- | --- | --- | --- |
| **Group Member(s)** | **Deliverable** | **Soft Due Date** | **Hard Due Date** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**SECTION 4: THE SYNTHESIS**

How is this project going to come together? Does a paper need to be edited for cohesiveness? Does a presentation need to be rehearsed? What is the final format of the project? Outline the steps below.

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| --- |
|  |

**SECTION 5: THE AGREEMENT**

|  |  |  |
| --- | --- | --- |
| We agree to communicate openly and respectfully | **YES** | **NO** |
| We agree to adhere to the terms of this contract | **YES** | **NO** |
| Any changes to the terms of this contract must be agreed upon by the group | **YES** | **NO** |
| We agree to debrief the experience of working together after submission of the project | **YES** | **NO** |