**Research Partner Contract**

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| **Name** | **Home School** | **Phone** | **Email** | |
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| **Team Procedures** | | | |

1. Preferred method of **communication** (e.g., e-mail, cell phone, wired phone, Blackboard Discussion Board, face-to-face, in a certain class) in order to inform each other of team meetings, announcement, updates, reminders, problems:
2. **Decision-making policy** (by consensus? by majority vote?)

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| **Team Expectations** |

**Work Quality**

* 1. **Project standards** (What is a realistic level of quality for team presentations, collaborative writing, individual research, preparation of drafts, peer reviews, etc.?):
  2. **Strategies** to fulfill these standards:

**Team Participation**

1. Strategies to ensure cooperation and equal distribution of tasks:
2. Strategies for encouraging/including ideas from all team members (team maintenance):
3. Strategies for keeping on task (task maintenance):

**Personal Accountability**

1. Expected individual attendance, punctuality, and participation in the project:
2. Expected level of responsibility for fulfilling team assignments, timelines, and deadlines:
3. Expected level of communication with other team members:
4. Expected level of commitment to team decisions and tasks.

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| **Consequences for Failing to Follow Procedures and Fulfill Expectations** |

1. Describe, as a group, you would handle **infractions** of any of the obligations of this team contract:
2. Describe what your team will do **if the infractions continue**:

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*I participated in formulating the standards, roles, and procedures as stated in this contract.*

1. *I understand that I am obligated to abide by these terms and conditions.*
2. *I understand that if I do not abide by these terms and conditions, I will suffer the consequences as stated in this contract.*

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2) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_