Group Contract Instructions

In your groups you should formally answer the following questions. Write this up in a document where each of your group members will sign it (virtually is ok!) and turn it in on LATTE.
Due date: 2/25/26 11:59pm

- Who is in your group?
- List the skills of each group member
  - The group discusses what skills they bring to the group, and the work within the tasks is divided up accordingly.
  - Examples:
  - Prior coding experience
  - Past project working on something
  - Machine learning experience
  - Linguistics background
  - Domain specific experience. E.g. medical experience and the project is a medical annotation task
- Who will be responsible for which parts of the project?
  - Please note that everyone in the group will be doing annotation, so that should not factor into the task assignment
  - Examples:
  - Is one person primarily responsible for gathering data?
  - Which people are primarily responsible for assigning what data gets annotated to other members?
  - Who is going to write documentation for the project?
- How will you communicate? Email? Slack? Discord? Zoom? In-person?
- When are you all free to meet-up? Good to have a once a week check-in.
- How will you share data and versions of your guidelines / specification? Google drive? Github? Other?