

# Contract of corporation

Dries Caers  
Brent Ceysens  
Thomas Colebrants  
Alâa-Eddine Lamrabet  
Jannes Van Noyen  
Alex Vantilborg

### Logo and team name

Our team name is 'Light Weight'. The logo consist of the team name and a small picture of the sun, this is a reference to the solar panel from which the car gets its energy.



### Agreement

Light Weight is formed with six persons that will corporate together as a team, to create a SSV. We will have weekly a meeting on Tuesday and from time to time there will be some extra meetings to finish the remaining work. During these meetings we will discuss the progress and the tasks that need to be finished.

After every meeting we will make a little report, here we write down the things we have discussed. We will post the report in the same week on the wikipage so the coaches can follow our progress. Everyone has to be present but absence can be tolerated with a good reason. When a certain person is absent very often, it is the job of the team leader to address this person about the problem.

During the meetings the tasks will be divided among the six persons, so you will the responsibility to finish your task in a good way. If you notice that it is impossible to finish the work within the time limit it is of course allowed to ask for help from your teammates. But again, the purpose of the division is to make the work lighter for everyone so if one person always asks for help it can be a signal of him/her of being lazy. Here the team leader has to talk to this certain person.

For communication and storage place we will use facebook and dropbox. In the facebook group we will keep each other up to date so we don't forget important deadlines. The dropbox will be used to share and store files. For urgent messages we can communicate by SMS.

## Functions and responsibilities

Each member of the team has a specific function so the project will come to a good ending. There are three designers, who will focus on the innovative aspect and the design of the SSV. Team creative is responsible for the logo and the looks of the car. The planning master will keep an eye on the Gantt chart so no time will be lost and no deadline will be forgotten. And of course there is a leader, who will motivate the team members to get the best result. This person has to keep the group together and will act as intermediary when needed.

Thomas Colebrants - Designer  
 Jannes Van Noyen – Designer  
 Brent Ceyskens – Designer  
 Alaâ-Eddine Lamrabet - Team creative  
 Dries Caers - Planning master  
 Alex Vantilborg - Leader

Alex is our teamleader, he already has some capacities of a true leader but wants to improve his managing and leading skills. Alaâ-Eddine is a very creative person and wants to express his creative side and improve it, for now he only manages the basics. Dries is sometimes late with deadlines. He hopes with getting this function to change and to be more punctual when it comes to deadlines. The three designers want to be real masters in the creation of electric circuits and create a car that is strong enough but light and agile, after all they are studying elektromechanics.

## Member information

Each member has to accept these terms before we can start working. As a sign of acceptance, you can find the name, e-mail, r-number and phone number of each person.

<b><u>Name</u></b> <b><u>Phone number</u></b>	<b><u>E-mail</u></b>	<b><u>r-number</u></b>
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