Group Contract

# Group Responsibilities

The success of a group depends on the contributions and professionalism of each and all of its members. When you join a group, you are throwing your lot in with the group. The group will let each member share in the fruits of its labour and each member should pay the group back by contributing to the group effort.

The group contract lays out the responsibilities and expectations of the group members. It also lays out how responsibilities will be determined, how group members can contact one another, consequences when group members do not meet their responsibilities, giving credit for work done and not giving credit for work which was not done.

This is a template for a contract. You can alter the parts you feel need to be altered. The final contract does need to be approved by the instructor and then signed by all members of the group.

# Contact Information

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| --- | --- | --- | --- |
| Name | Email | Phone (optional) | Social Media |
| AUDREY MARY DUZON | Amduzon@myseneca.ca |  | Github: audreylearns |
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| KA YING, CHAN | kchan151@myseneca.ca |  |  |
| AZAD ZEYNALOV | azeynalov1@myseneca.ca |  | GitHub: 808azad |
| Julia Alekseev | Jalekseev@mysenca.ca |  | GitHub:JulAleks |
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|  |  |  |  |

# Professionalism

As a member of this group, I will conduct myself in a professional manner, just as I would in the workplace. I will abide by the decisions of the group and participate in the group activities to the best of my ability. I will strive to be pleasant and treat my fellow group members with respect. Should conflict arise, I will do my best to overcome it and put it behind us.

**INITIALS: AD, JA, AZ, TY, KC**

# Group Meetings

All group members agree to meet in the assigned class time.

In addition, they agree to participate in class and online meeting(s) 1-3 times per week outside of class time. Meetings may increase as necessary to complete the project.

Individual contributions will be completed by the agreed deadline per member per part. The group will aim for submission the day before assigned deadline as per class schedule.

For the preparation of group submissions, the group will meet in-class & online via whatsapp.

**INITIALS: AD, JA, AZ, TY, KC**

# Work Distribution

Work will be distributed during a weekly group meeting where members pick the work they are best equipped to do. Members will make every effort to distribute the work evenly amongst the group members.

**INITIALS: AD, JA, AZ, TY, KC**

# Plagiarism

The group will submit only work done by the members of the group. The group will not post their workshops, assignments or other work on the internet or distribute it to others.

**INITIALS:**  **AD, JA, AZ, TY, KC**

# Consequences

A group member who is often late for meetings or absent shall be reprimanded accordingly. All communications will be documented and sent to the professor when necessary.

A group member who fails to complete their chosen work on time shall do purchase the members a meal or drink if not given updates on current progress.

A group member who submits substandard work shall redo their work. Assistance will be available when needed.

If a group member does not pick a fair share of the work the group shall receive communication notice. All communication efforts will be documented and sent to the professor, as necessary.

If a group member does not treat their fellow group members with courtesy and respect, they shall have a documented discussion. It will be sent to the professor, as necessary.

**INITIALS: AD, JA, AZ, TY, KC**

# Conflict Resolution

In the event there are inter-personal issues within the group or if a member does not meet their commitments, the group shall try to delegate the task to another member. The member unable to complete the task will be documented and sent to professor.

**INITIALS: AD, JA, AZ, TY, KC**

# Other Rules

Each member shall:

Be present.

Communicate with team.

Do your assignment.

Ask for help if needed.

Provide help when possible.

Follow the deadline assigned and communicate as soon as possible when more time is needed.

**INITIALS: AD, JA, AZ, TY, KC**

# Signatures

By signing below, I agree to abide by the group contract.

**DATE: June 23, 2024**

**Print Name: AUDREY MARY DUZON**

Signature:



**Print Name: TAE YONG EOM**

Signature:

A picture containing sketch, drawing, line art, child art

Description automatically generated

**Print Name: KA YING, CHAN**

Signature:

A close-up of a signature

Description automatically generated with medium confidence

**Print Name: AZAD ZEYNALOV**

Signature:

A close-up of a pen

Description automatically generated with medium confidence

**Print JULIA ALEKSEEV**

Signature:

A signature on a white background

Description automatically generated with low confidence