1. Treat this as your own. It is yours to develop. Individually we improve and together we grow.
2. Possess absolute willingnessto sacrifice time for our work and the confidence to risk in great uncertainty.
3. Be proactive. Spontaneously ask about what is going on. You will not be told what to do and don't expect to be told. We are not each other’s bosses.
   1. Tasks are collectively assigned during meetings which are based on suggestions and mutual agreement.
4. Ensure that you know what you are doing for the day/week/month and know what everyone else is doing especially after meetings.
   1. Make it your responsibility to catch up on what you missed.
5. Be sure to know what to contribute. Inform everyone on what you will be intending on doing externally**[[1]](#footnote-0)**.
6. Do as much as you can and always finding ways to make progress for our goals.
7. Make the effort in attending all meetings.
   1. We are all understanding people.
      1. If you unable to attend then notify in advance or (at least) leave a message at last minute.
   2. Notice for meetings, are automatically posted on slack and reminded through email.
8. Communication is important, respond to messages as soon as possible.
   1. Be open about what is going on in your life. This way, we know why/when you are busy and when not to bother you.
9. Share ideas and update yourself constantly.
10. Address problems/conflicts sooner than later. Some examples: opinions, behavioural issues, certain way of doing something, etc .
    1. Everything is open for discussion.

1. A task that you believe you need to do that was not discussed during a meeting or at some point is not known by anyone else on the team. [↑](#footnote-ref-0)