

# WORKING AGREEMENT

## (For HackYourFuture-Copenhagen)

*“Working agreements are guidelines that define how groups want to work together, and what they want in the working environment and from each other to feel safe and free to learn, explore and discover.”*

### 1) ATTENDANCE

I will attend the classes on Sundays from 12:00 - 16:00. In case of illness or other reasons for not being available on Sunday I will inform the teachers and HYF staff by posting in the channel of my class as soon as I know that I cannot come. (Writing at 11:45 on Sunday is TOO LATE).

I will give a short explanation of why I cannot attend the class.

*It is possible to join the classroom remotely. Use the calling function on Slack to call one of the teachers and then ask them to share their screen with you.*

### 2) SLACK

I understand that Slack is the main communication tool used at HYF. Emails, text messages, Facebook , Whatsapp etc. should only be used when I cannot reach anyone with Slack.

I will install the Slack app on:

- a) my computer and
- b) my phone

so that I can communicate with my classmates, teachers and HYF staff.

I will be active on Slack at least once every 2 days (but ideally daily).

*Being active in this context means that we can rely on being able to get a response from you within MAXIMUM 48 hours via Slack. Remember: Everything at HYF is being done for your own benefit and the goal of getting you ready for the job market.*

### 3) HOMEWORK

I will spend 25 hours per week outside of class on practising my programming skills. I understand that this is necessary if I want to find a job after this program.

I will hand in my homework according to the guidelines given to me by the teachers and the HYF staff. (For example via pushing files to my GitHub homework repository).

I understand that I will not be allowed to continue to the next module unless I have completed  $\frac{2}{3}$  ("two thirds" or 66,6%) of the homework from the module.

That means: In a 3-week module I will complete AT LEAST 2 out of 3 homeworks. In a 5-week module I will complete AT LEAST 3 out of 5 homeworks.

I understand that I can be expelled from my class if I do not complete the homework and do not show up for the Sunday sessions.

### 4) GITHUB ACTIVITY

I understand that GitHub activity is an important measure of my development as a programmer.

The HYF staff uses my GitHub profile to help me find employment during or after the course.

I understand that the HYF staff can only recommend me to a company if I have an **active GitHub profile** and **competent portfolio** that reflects my work at HYF.

### 5) PARTICIPATING IN COMMUNITY & EVENTS

I understand that participation in events like meetups, conferences and extra workshops are helpful, if not necessary, for me to land a job after the HYF program. I understand that if I never join to any of these extra events and engage in the developer community I might not get the same support with finding jobs as other students who do.

HackYourFuture is all about community. I will make an effort to take part in the community by helping my classmates, organising study groups or motivating other classmates to join for events/workshops.

*HackYourFuture will always pay for your travel expenses related to community events that HYF suggests to the students. Money should not be a hindrance to participating.*

## **6) DROPPING DOWN**

I understand that if I cannot follow the class anymore and want to continue in a different class there are certain requirements I need to fulfill. Those requirements depend on my previous performance and conduct at HYF. As a general rule, every student is only entitled to attend each individual module once.

I understand that following the rules of this working agreement will have an influence on what kind of requirements the HYF staff will have for me in order to rejoin the course after dropping out.

## **7) CODE OF CONDUCT**

I understand that HackYourFuture has a Code of Conduct and I understand its contents (always accessible in the “curriculum” repository on GitHub and via the link in the #general channel description on Slack) or

<https://github.com/HackYourFuture-CPH/curriculum/blob/master/code-of-conduct.pdf>.

Not adhering to the Code of Conduct can lead to me being expelled from HYF.

I hereby agree that I read and understood the rules as written above.

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Name

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Signature

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Date