

Workspace Rules

hello3

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Workspace Rules

Welcome to hello3! Please follow these guidelines to ensure a productive and respectful environment.

General Guidelines

- Be respectful and professional in all communications
- Use clear and concise language
- Keep discussions relevant to the workspace goals

Task Management

- Update task status regularly
- Provide clear descriptions and requirements
- Use appropriate priority levels

Collaboration

- Share knowledge and help team members
- Provide constructive feedback
- Respect different perspectives and working styles

Communication

- Use appropriate channels for different types of communication
- Respond to messages in a timely manner
- Keep sensitive information confidential

These rules can be updated by workspace admins and owners.