Group contract for SW3-2.1.38

Meetings and week planning:
- Hours are set at 9:00-17:00, 10:00-18:00 if the lectures are scheduled at 10:00, unless otherwise specified.
- Breaks are not planned, and include the whole group at once.
- Wednesday - Group meeting at ?:?? - The Group meets in the group room at ?:??
  - Cell phones (put on silent), Facebook and other social media/entertainment services must be closed during this presentation
  - The problem statement will be reviewed
- Monday
  - The moderator for the wednesday meeting will be chosen
    1. The moderator will not participate in the creation of the summary
  - The agenda and changelog used for the supervisor meeting is made

Tools:
- Trello will only be used for project related tasks
- The report will be written in LaTeX, both text and code will be put together in Github

Conflict handling:
- If a member has not done his task at the deadline, it will be done the next day, unless there are special conditions (decided by the group)
- If a member is too late for any appointment
  - If he is more than 30 min late and either have not told the group or do not have a valid reason, you will provide cake for the group
  - If a member, for an extended period of time, does not act accordingly to the contract the whole group will:
    1. Have a serious talk with the person
    2. Use the hot chair method
    3. Discuss with supervisor
    4. Ultimately disband the member
- If you are late, let the group know ASAP
  - Primarily in the chat of the facebook-group or if that is not possible sms

Supervisor interaction
- Summary will be taken in Google Docs
  - Not just one person
- Jens is the contact person
  - All mails will be CC to the group

Group roles
Github guru - When GitHub has large and dangerous issues that requires the whole group not touching it, these people will fix it. They will also be responsible for LaTeX errors that people

need help with.
1. Kasper Fuglsang Christensen
2. Simon Vandel

Contact person - He will take and keep the contact to both the supervisor, airports, airlines and other people/organisations we will need contacting.
1. Jens Hegner Stærmose
2. Simon Vandel Sillesen

Coordinators - They will also have the main responsibility that Trello is updated and coordinated and the milestones and deadlines are met.
1. Frederik Højholt Andersen
2. Kasper Fuglsang Christensen

Initiators - Have the main responsibility that the group does not procrastinate outside breaks.
1. Christian Heider Nielsen
2. Alexander Krog

Idea generator - If the group is in need of new ideas these people will be responsible for initiating brainstorms and alike.
1. Simon Vandel Sillesen
2. Jens Hegner Stærmose

Analyser - Responsible for analysing data and writing conclusions to complex problem-sections. They can also be assigned to read other peoples texts critically if people are in doubt about whether the content it is valid and true.
1. Kasper Fuglsang Christensen
2. Christian Heider Nielsen

Finisher - Responsible for doing the final editing of a section. The are also the most proficient at correcting and reformulating sections of text.
1. Kasper Fuglsang Christensen
2. Simon Vandel Sillesen

Specialist - Brings in-depth knowledge. Responsible for focusing intensely on specific topics.
1. Alexander Krog
2. Christian Heider Nielsen

Team Worker - Proficient at building team relations. Organises after-school activities etc. Also makes sure that potential conflicts are resolved.
1. Christian Heider Nielsen
2. Jens Hegner Stærmose

Organiser - It is expected from the whole group to be organised.