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

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Email | Phone (optional) | Social Media |
| Jay Dilipbhai Bakraniya | jdbakaraniya@myseneca.ca | +1(437) 766-9294 |  |
| Jay Manishbhai Ajani | jmajani@myseneca.ca | +1(647) 897-5165 |  |
| Meet Hitesh Sonagara | msonagara@myseneca.ca | +1(437) 261-1141 |  |
| Ronak Rameshbhai Rathod | rrrathod@myseneca.ca | +1(416) 821-3176 |  |

# 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: Jay Bakraniya: JB, Jay Ajani: JA, Meet Sonagara: MS, Ronak Rathod: RR**

# Group Meetings

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

In addition, they agree to participate in 2 meeting(s) per week outside of class time.

Individual contributions will be completed by Friday and the group submission will be completed by Sunday.

For the preparation of group submissions, the group will meet in-person and virtually by via MS Teams.

**INITIALS: Jay Bakraniya: JB, Jay Ajani: JA, Meet Sonagara: MS, Ronak Rathod: RR**

# Work Distribution

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

**INITIALS: Jay Bakraniya: JB, Jay Ajani: JA, Meet Sonagara: MS, Ronak Rathod: RR**

# 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 in any other manner.

**INITIALS:**  **Jay Bakraniya: JB, Jay Ajani: JA, Meet Sonagara: MS, Ronak Rathod: RR**

# Consequences

A group member who is often late for meetings or absent shall be burdened with more work.

A group member who fails to complete their chosen work on time shall have a proper valid reason and must do additional tasks to catch up with the group’s progress and will not get credit for the work.

A group member who submits substandard work shall get more work for next deliverables.

If a group member does not pick a fair share of the work the group shall assign work to distribute properly among other team members.

If a group member does not treat their fellow group members with courtesy and respect the group shall be given a notice to change behavior and this will be a last change and if this will happen again then that person will be removed from the project.

**INITIALS: Jay Bakraniya: JB, Jay Ajani: JA, Meet Sonagara: MS, Ronak Rathod: RR**

# 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 work harder to overcome problems and achieve productivity.

**INITIALS:**

# Other Rules

If a group member does not involve in group meeting and also does not does his/her work on time he/she will be removed from the group and his/her behavior will be reported.

**INITIALS: Jay Bakraniya: JB, Jay Ajani: JA, Meet Sonagara: MS, Ronak Rathod: RR**

# Signatures

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

DATE: 09/07/2024

Print Name: Meet Sonagara Signature: msonagara

Print Name: Jay Bakaraniya Signature: jdbakaraniya

Print Name: Jay Ajani Signature: jmajani

Print Name: Ronak Rathod Signature: rrrathod