

# Group Contract

## Members:

Gais El-AAsi; Deivydas Žibkus; Marcel Valentijn Daniel Notenboom; Lukas Vaisnoras; Lyons Leviticus;

## Foreword

This contract is a binding document and governs the team until the assigned project deadline. If the team separates, or a member is fired, the basic contract laws remain intact for both parties. However, being fired may cause work responsibilities to shift.

## Article I: Absence

- a. If a team member will be absent on a day in which work is due, he or she must inform the team members a day in advance and have all work that he or she is responsible for turned in. All team members must stick to the provided agenda to have the assignments completed on time. If there will be an unexpected absence, the team member is to complete the work from home and contact the team members to let them know he or she is not present for the day.
- b. Team members will contact one another if they are absent for any amount of period during the time allotted for working on the projects.

## Article II: Work Policy

- a. Any member that can prove that they cannot complete the work assigned to him or her alone, due to team accepted reasons, may acquire assistance from other team members to help complete it. This will only apply for work that is team work and not individual work, and work will only be finished by that team member; the assisting team member will not write it.
- b. Each team member will work to the best of his or her ability, making sure to complete the work is up to standard, and that her or she completes it with punctuality.
- c. If a team member commits plagiarism, he or she is solely responsible and will incur the punishment on his or her own.
- d. The main communication platform for the team members is #Slack and all members must be reached on it within reasonable time.

### Article III: Leadership

- a. At the beginning of the project, a leader will be voted upon democratically. If a team member is absent at the time of voting, he or she waives his or her right to participate in voting. The member who wins the most votes becomes the leader. If there is an unclear outcome (same number of votes for different members), the team will have no leader until one can be chosen by a revote.
- b. By being elected leader, the member must perform the following duties:
  - Organize team meetings;
  - Create and enforce a team agenda to govern team progress;
  - Organize any out-of-school project efforts;
  - Provide communication between team members in order to help them work toward the project goal;
  - Act as a communication person between the team and the supervision;
- c. If the team leader fails to perform these duties, or another member is also carrying them out, a revote may be taken to determine whether to obtain a new leader.

### Article V: Member Dismissal

- a. The following conducts will result in a team member being able to be dismissed:
  - Incomplete or missing team work (This is non-negotiable and will be enforced by the supervisors);
  - Plagiarism or any form of cheating;
  - If a team member decides to leave under his or her own will;

### Article VI: Conflict Resolution

- a. Conflicts that may arise with regards to the project should ideally be resolved through amicable discussion/common sense/VIA guidelines. If agreement cannot be reached this way, a group vote should take place, with the majority vote determining the outcome.

### Article VII: Signature

- a. By signing this contract, the following team members abide to the articles listed here. If any member fails to abide by the articles of this contract, he or she may be fired from the team given at least a 50% vote in favor of firing the member.

### Signature

Notenboom

L.Lyons



Gais El-A'si

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