

Code of Conduct (ENG)

In a Code of Conduct you discuss with each other what you expect from each other and from the collaboration. Everyone participates in this and supports the agreements that you draw up together. A Code of Conduct is a flexible document. If after some time it appears that certain agreements are not realistic or applicable, then it is important to discuss this in the group and adjust the agreements if necessary. Think about what the best way would be to fill out the Code of Conduct with your group.

Team name: Osome Overpowered Programmer Penguins

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Shared team values:

Values are your fundamental beliefs or ideals. It is the core of what you strive for and from which your behavior is shaped. Discuss and write down your team values (min. 3).

1. Honesty/Transparency
2. Respect
3. Teamwork

Assignment description:

In your own words, describe what you need to do as a group in this course.

We are tasked with designing and developing a functional application that functions as a to-do list planner. This should be achieved in an environment similar to that of a professional workspace with weekly meetings and tasks.

Target or ambition level:

What grade are you working for?

We're aiming for 9, but we would consider anything above 8 as a satisfying grade. We are striving as a team to deliver a high quality end product.

Products:

What should you deliver at the end? On which platform do you share which documents (Discourse/Miro/MS Teams)? What standards must the work submitted meet?

We aim to develop a visually pleasing and functional Client-Server application for managing to-do lists. The application should enable multiple boards, with the capacity to check off completed tasks. It must support multiple users, and automatically synchronize the boards' overview. The application may also offer advanced features like multi-board functionality, customizable background and tag colors. Our goal is to create an easy-to-use and efficient to-do list management application that enhances productivity and collaboration among users.

Planning:

How do you ensure that each team member finishes everything on time? Did you clarify who will have a final say in the final deliverable and submit it to Brightspace *on behalf of the project group*?

To ensure every team member delivers everything on time we have agreed as a team on having a group delivery date one day prior to the actual delivery date so we can ensure everything is done in a timely and orderly fashion while also adhering to the quality standards that we as a team are trying to achieve for the project. Button-clicker: Diego.

Behavior:

How do you treat each other in the group? How do you handle disagreements within your group? Could your guide or student assistant be involved in reaching consent? What do you do if someone is late during a group meeting?

When a disagreement arises, we as a team will prioritize flexibility, and work towards finding a mutually agreeable solution. If a member is late for a group meeting, it's important to consider individual circumstances but also ensure that it doesn't become a common occurring issue that disrupts the group's schedule.

Communication:

In what ways do you communicate with each other as a group and among yourselves? Zoom, MS Teams?
What information do you share via WhatsApp, e-mail, telephone?

WhatsApp - meet-up details, links, documents
Discord - online meetings, documents
Google Drive - document collaboration
GitLab - repository for code

Commitment:

How do you determine the quality of the work your group and each individual team member does?
How do you measure the commitment of the chairs and minute takers?
Quality will be assessed by different parameters such as code style, relevance, functionality, among others. We believe the extension of said contributions should not carry a lot of weight towards the actual quality of the work.

For chairs and minute takers the commitment will be measured by the amount of effort they put into their tasks, this doesn't simply mean that more hours or more notes is equivalent to more commitment but it has to be structured and helpful.

Division of tasks and roles:

A decision must be made as to who will be the chairperson and minute taker of your group. How do you determine this?
Do the roles change over the course?

We've decided that the roles of a chairperson and minute taker will be rotated each week, that way each of us will share a responsibility for the direction of the group project.

Meetings:

How often will you meet as a group? What preparation is needed for the meetings?

Meetings every Tuesday and the rest of meetings are flexible and may be changed during the week.

Decision-making:

How do you make decisions? By majority vote or by consensus?

We have agreed to take decisions by a majority vote with a tie breaker vote given to those who are more closely involved in the outcome of said decision.

Dealing with conflicts:

How do you handle conflicts within the group?

We believe that when a conflict arises it is important that everyone shares their views on the problem. If this fails to resolve the conflict we will ask the TA to help us solve the issue at hand.

Guidance:

What do you expect from the teacher's and/or student assistant's guidance? What do you want feedback on, on the content or on the collaboration?

We expect the TA to be more of a passive spectator for the overall project and the weekly meetings. We believe we would need the most intervention in a case of conflict between team members which we are not expecting to encounter.

Consequences:

What are the consequences if a participant in the group does not keep the agreements?

When one of the team members breaks one of the accorded terms, the group will discuss and decide how to handle the situation based on the severity of the breach. The consequence should be corresponding to the seriousness of said breach which should be accorded by team members and in more serious cases involve the TA.

The only accorded consequence is that if any team member arrives to the meeting later than 5 minutes than the accorded time, said team member should bring some snacks of their choice to the next team meeting.

Success factors:

What makes your team a dream team?

We are united by the power of (multinational)friendship!

For one, our mutual interest in the involved software. Another thing is that each of us has a unique set of prior coding skills and expertise. By combining our different perspectives and approaches, we can make the most of our individual strengths and effectively address our weaknesses.

Norms or evaluation criteria

You will evaluate your own and each other's work in this project.

Discuss and write down your team criteria. You need at least five different criteria (e.g. 'keeps deadlines').

1. Quality of work
2. Meeting deadlines
3. Collaboration and Communication
4. Responsiveness to feedback
5. Productivity and efficiency: Does the team member work efficiently and manage their time effectively to maximize productivity and output?
6. Accountability and responsibility: Does the team member take ownership of their work and hold themselves accountable for their contributions to the project?
7. Professionalism and ethics: Does the team member conduct themselves in a professional and ethical manner, and do they follow appropriate protocols and guidelines for the project?