

Poe Dameron

Code of Conduct

Introduction

This code of conduct is to outline the how team members will conduct themselves in the team. Members of team Poe Dameron will adhere to the code of conduct to the best of their abilities.

Behaviour

Team members will be respectful to others. This includes:

- Disagreements will be conducted peacefully and respectfully.
- Everyone MUST have fun.
- Rude behaviour like interrupting, personal attacks or harassment won't be tolerated.

Professionalism and Responsibility

- Team decisions should not be ignored by individuals because of disagreements.
- Deadlines should be met in a timely manner.
- Everyone is responsible for their mission and should be kept up to the standards expected.

Communication

- The team will communicate using MS Teams in the Poe Dameron team.
- Communication can be done by meetings or conversations.
- Emails can also be used to convey information to team members if needed.

Meetings

- If a member cannot attend a scheduled meeting, the member should notify the team when they can.
- The team leader will take notes for each meeting. The notes will be kept in a folder in the File tab of the Poe Dameron team on MS Teams.

Project file storage

- Project files will be stored on the project GitHub page.
- The team leader will manage the GitHub page (approving requests, managing branches, etc).