

## **Code of conduct.**

### **Meetings**

We will be holding 1-2 meetings a week. One for organisation; sharing what we have done and what we need to do for the following week. The other meeting will be a quick call to catch up and see if anyone has any major problems.

Do not miss any meetings, if you foresee you won't join, say it in the group chat and we will re-schedule.

### **Tasks**

We have Code submissions every 3 weeks (x3) and the last one is 5 weeks after the previous submission.

Tasks will be shared fairly amongst the members of the group. If you wish to work on a specific task or if you think you won't be able to do a task due to difficulty, speak up and discuss it with the group.

Progress must be seen on the tasks in weekly meetings.

### **What if I don't know what to do?**

Ask. If you're not sure what tasks you're supposed to do, or if you are having trouble with one of your tasks, ask in the group chat.

- If working on a task and unsure of how to proceed, ask the team for more perspective

### **Other**

- Do not share information from our project with others (eg. friends in a different group) to avoid plagiarism.
- Be active and responsive in the group chat if your feedback is needed.
- Sharing thoughts. Negative or positive, it is encouraged to share with your teammates know how you feel about tasks or maybe their behaviour so we can make changes if necessary and work in a friendly environment.

Minor and major penalties will apply for violation of the Code of Conduct