

## Group Rules

1. The expected amount of working hours per week is a minimum of 35 hours. Monday through Friday.
2. A log will be written each work day, summing the progress and achievements for that day.
3. All time spent on the project will be tracked through toggl, with each entry given a proper headline indicating what sort of work that were done.
4. Academic disagreements are handled internally within the group at first, possibly including a supervisor or third party if no agreement can be reached.
5. Each day is started with a meeting, reporting on what tasks that will be completed that day, progress from the day before, what issues we are currently having.
6. Meetings with the projects supervisor are scheduled to happen weekly or biweekly. All members of the group shall be present at said meetings.
7. Version control is done through git. (link at the bottom of the document)
8. Coding conventions shall be followed to the best of ones ability. (link at the bottom of the document)

## Consequences

Noticable deveation from the rules will at first be handled internally, if no improvement is noticed, supervisor is made aware of the situation.

## Contact Information

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## Links

Git process: Coding conventions:

_____	_____
<i>Trond Lohne</i>	<i>Date</i>
_____	_____
<i>Per-Morten Straume</i>	<i>Date</i>