

Code in Place Code of Conduct

All members of the Code in Place community are responsible for conducting themselves according to a respectable and ethical standard that is respective with the values of Stanford University, including integrity, diversity, respect, freedom of inquiry and expression, trust, honesty, and fairness.

Below is an outline of practices that must be adhered to as a member of this community. Any violation of the Code in Place Code of Conduct, which may be amended from time to time, will result in removal from the program.

Do report suspected violations of the Code of Conduct to the CS106A - Code in Place team at codeinplace-sl@cs.stanford.edu.

Teaching

Each individual is asked to teach five 40 minute long, once a week, sections during their section time.

Do lead your section once a week.

Do prepare for at least 20 minutes using the provided materials.

Do participate in a section training session prior to teaching your first section.

Do email codeinplace-sl@cs.stanford.edu as soon as possible if an unexpected circumstance comes up and you can't make your section time.

Integrity

Each individual is required to conduct work related to the program with the utmost honesty, accuracy and fairness. No unethical practices will be tolerated including but not limited to taking bribes, unjust favours, discrimination towards students, and illegal behaviour.

Do remember that you are representing Stanford University and adhere to [Stanford's Code of Conduct](#).

Do comply with all laws and regulations while teaching section.

Do not put yourself in a position where there is a conflict of interests. Outside professional activities, private financial interests or the receipt of benefits or gifts from third parties can cause

an actual or perceived conflict of interest. This also includes relationships with students in your section during the Code in Place course.

Refrain from Advertising

Do not use this platform, as a way to advertise for your personal gain.

Do share with students your experiences and your affiliations.

Do not solicit students for them to work for you or buy your products.

Respect for Others

We prohibit discrimination and harassment to provide equal opportunities for all members and students regardless of their race, color, religious creed, national origin, ancestry, physical or mental disability, medical condition, marital status, sex, age, sexual orientation, gender identity, veteran status or any other characteristic protected by law.

Do respect the students and other instructors.

Do remember that each person comes from a different background and does not have the same experiences as you.

Privacy and Information Security

Do respect the privacy of the students in your section.

Do not share personal information of your students or other members of staff without their express consent.

Intellectual Property and Copyright

A lot of the content and information you will have access to falls under strict ownership of Stanford University and its various constituent departments. As a member of the volunteer section leader team, you are under obligation to protect this information and not expose it into the public domain without explicit consent.

Do not share internal materials related to the course or practices to anyone outside the teaching staff.

Do not share solutions to assignments, exam questions, private communications, or any information discussed within the teaching context of the class to external sources.

Do share resources explicitly marked as public.

Do ensure that for any content you present you have all of the necessary permissions from the copyright holders if any.

Required Notifications

Do immediately notify the course team if you become aware of:

- Inappropriate conduct by learners or others
- Any unsafe or hazardous condition or any situation that may pose harm to participants
- Learners who may be under 18 years old
- Learners having difficulty accessing our material as a result of documented disabilities.