

DELFT UNIVERSITY OF TECHNOLOGY

SOFTWARE PROJECT
CSE2000

Code of conduct

Group 3C:
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General notice

After completing the Hofstede questionnaire, we found that our answers to the questions and mentality were extremely similar, so we believe no major issues will arise in following the rules because of our personal and cultural differences.

Meetings

- Apart from the meetings with the TA and the client, we will have:
 - 1 big meeting every Monday morning (9.30 - 10.30), where we structure our work week together.
 - 4 shorter 30-minute meetings in the other mornings (9:30 - 10:30) such that each member of the group explains the state of the work done the previous day and what needs to be done on the current day.
 - 1 big meeting at the end of the week (1h+, on Friday or during the weekend) around the end of the afternoon, where we discuss our progress, do the sprint review and sprint retrospective, merge requests and any other issues we encounter.
- If a member of the group cannot attend a meeting they should notify the rest of the group as soon as possible so they can reschedule.
- If any group member is more than 5 minutes late for a meeting without notifying the group, they should give the reason for their delay.

Standards

- Times and dates will be communicated in CEST and according to the dd/mm/yy format for clarity.
- Communication should be done through only our Mattermost groups, Discord server, or Whatsapp groups.
- Commit messages should briefly describe a short summary of changes made to the code.
- Limit the amount of pushes to GitLab to at most 3-4 per day per person to prevent overloading the system. Instead opt to commit multiple times per push.
- Make use of the issues board on GitLab with weights, time estimations and labels, branch out of issues and never commit/push in development or master branches.

Social

- If a group member feels something is going wrong in the group, they should share their issue openly within the group; immediate and appropriate measures should be taken to prevent further issues.
- If a person is having problems with a certain part of the code, or cannot complete his task after trying for more than the estimated time, he should ask other people from the group for help.

Violations

In case of a violation of the rules, the group member should change their behavior to prevent future violations. Also as a punishment they need to do 30 squats/20 pushups as compensation to the group.

Schedule of responsibilities

Week 2: (26.04 – 02.05)
Chairman: Alex L.
Note takers: Luca, Alex C.

Week 3: (03.05 – 09.05)
Chairman: Luca
Note takers: Alex C., Melle

Week 4: (10.05 – 16.05)
Chairman: Alex C.
Note takers: Melle, Toma

Week 5: (17.05 – 23.05)
Chairman: Melle
Note takers: Toma, Alex L.

Week 6: (24.05 – 30.05)
Chairman: Toma
Note takers: Alex L., Luca

Week 7: (31.05 – 06.06)
Chairman: Alex L.
Note takers: Luca, Alex C.

Week 8: (07.06 – 13.06)
Chairman: Luca
Note takers: Alex C., Melle

Week 9: (14.06 – 20.06)
Chairman: Alex C.
Note takers: Melle, Toma

Week 10: (21.06 – 27.06)
Chairman: Melle
Note takers: Toma, Alex L.

Week 11: (28.06 – 02.07)
Chairman: Toma
Note takers: Alex L., Luca

Figure 1