

Goals	Valuable product that the company could make use of - the product being the result of a collaborative effort
	No one is left behind
Meeting norms	Focus and concentration
	Meetings are mandatory, if unavailable excuse early
	Be on time at 12:15 on Wednesdays
	Turn camera on (at least) while talking (except for technical issues)
Working norms	Criticism and reviews should be given in the team meetings
	Weekly contribution (a possible exception like holidays, private matters, etc.)
	Working at a durable steady pace, minimize the unspecified work
	Features are voluntary picked up by SDs, not assigned
	If SD cannot complete task within deadline, he must let others know ASAP (in Discord)
Coordination norms	Product Owners lead the Team Meetings and keep Team on track, Product owners prioritize the work load (tickets)
	Assign each task to a specific person; make sure they know what has to be done; PO make sure people are on track
	Work division in Team Meeting
Communication norms	Openness
	Discord - different channels for separate matters; try to forewarn about the absence so that work can be divided
	E-mail is used for communication with industry partner (cc: amos-team4@group.riehle.org)
	Make use of Stand-up-Emails :-)
	No Interrupting
Consideration norms	if disagreements appear, handle by public voting discuss together
Cont. improvement norms	Commitment
	the teams progress will be tracked through weekly updates during the meetings
	When someone is inactive, reach to him, if this does not solve the problem, have discussion with the team and decide how to proceed
	Feedback
	Reflect together on how to improve: Retrospective Phase in Team Meeting :)
Rewards	We celebrate each others successes and value outstanding commitment
Sanctions	Violating the group norms should be fined by making the member apologise to each of his teammates publicly
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