**Group Code of Conduct and Quality Document**

**Group Members**

Jordan Delaney w16015149

Aows Rashad w16024005

Lee Hayley w16014111

**Code of Conduct**

1. Meetings will be during or after our Wednesday morning sessions at 9.00am in Sandyford Building room 212. Any group member who can’t attend should let the group know in advance.

***As of the 07/03/18 –*** Group meetings will now take place every 2 weeks rather than every week. This is due to the group meeting regularly to work on the website, so official meetings were we go over progress and set goals are not needed as often.

1. Work versions will be shared using GITHUB, all new versions of code will be pushed there for all the group to access.
2. All documentation will follow the styling laid out in the quality document below.
3. If two members of the group disagree on an issue the third member will impartially make a decision to resolve the problem.
4. Deadlines will be set by the project manager, failure to meet the deadlines will result in negative feedback reported in the weekly logs.
5. All code must follow house rules set out in quality document below.
6. Zero tolerance for abusive behaviour towards any members of the group.
7. Refrain from speaking on behalf of the project manager.
8. Promptly submit to the group any information that could assist in the completion of the project.
9. All deadlines given will be realistic and any reason for not being able to complete a deadline on time will be given as soon as possible.
10. If a deadline or meeting is missed then a drink is owed to the rest of the group.

**Quality Document**

Front Type for documents will be Times New Roman at size 12, headings size 14 and bold and sub headings size 12 and bold.

Any background must be a pastel coloured linear gradient.

All work will be pushed to the GITHUB Repository – (<https://github.com/aowsr/Volume_inc>)

Documents will use a footer displaying the authors name and student ID.

Code will be separated by comments that will state what section of the code it is for (navbar, Main, footer etc)

Indentation will be used to make code look clean

Variable names will be clear but not too long