**Group Contract: Group 3**

***Participation Rules:***

* Meetings will be in person as much as possible
* Members will be tardy if not present within 15 minutes of the start time
* Members will be allowed 2 meeting absences or 2 class days absent unexcused during the tuition period
* Members will be allowed 2 unexcused during the project period
* Members can excuse an absence verbally or on Discord. All others must acknowledge the absence positively.
* If a member can work from home but unable to attend in person, they must be logged in to Discord voice chat and be available during the working hours

***Expected Schedule:***

* Group meeting during tuition period: Every Wednesday from 1-4PM
* Work hours during project period: Monday – Friday, 9-12PM, 1-4PM

***Communication Policy:***

* Discord will be the primary platform of communication
* #important channel will not contain social content, spam, or general chat
* Facebook Messenger will also be used for text chat to take advantage of the “read” feature
* Itslearning will hold the shared files in the group folder

***Consequences:***

* Absences
  + 3rd: Read group contract together and discuss in group
  + 4th: Supervisor meeting
* Member fails to complete assigned task
  + 1st: Read contract and discuss in group
  + 2nd: Document in meeting minutes
  + 3rd: Supervisor meeting

***Signatures:***

|  |  |  |  |
| --- | --- | --- | --- |
| Name | VIA ID | Date | Signature |
| Christian Foyer | 315200 | 14/2/2022 |  |
| Martin Rosendahl | 315201 | 14/2/2022 |  |
| Levente Szajko | 315249 | 14/2/2022 |  |
| Kruno Neric | 315258 | 14/2/2022 |  |