

GROUP & GROUP MEMBER RESPONSIBILITIES

The success of the group will depend on the cooperation and professionalism of its members. Employers will expect you to know how to work effectively in groups: how to determine what needs to be done; how to find information; how to assess information; how to share the workload; and how to resolve interpersonal conflicts that might arise. Effective collaboration includes, but is not limited to:

- Participating fully (in spirit and actuality).
- Participating professionally (i.e., civil discourse; abiding by the rules of academic honesty) Meeting responsibilities (i.e., completing assigned tasks on time and to the best of your ability).
- Taking the consequences of not abiding by the group's rules. Giving group members appropriate credit where it is due.
- Not giving credit where it isn't due.

After reading through this document, each member needs to sign the document. Return it to the instructor who will make copies for your group. If you disagree with these rules, then as a group amend them. They must be approved by the instructor.

1. Each group member agrees to show up to class and to outside group meetings on time.
2. A group member must notify their team members if they are not able to attend a group meeting a minimum of 30 minutes before the scheduled meeting.
3. A group member who is absent more than 3 times will be dismissed from the group.
4. If a member submits plagiarized material and/or cheats, the group agrees to bring this to the instructor's attention immediately.
5. Members agree to treat one another with respect, listen to each other's ideas, offer solutions to problems.
6. No "cross talking" is allowed. This means not interrupting when someone else is talking.
7. There must be at least one group meeting per week.
8. Preferred channel of communication: Discord.
9. Shared documents are accessible through OneDrive and GitLab.
10. Decisions are made by majority vote. If voting does not have a clear consensus, a solution will be discussed until a decision has been reached.
11. Group members strive to work 16 hours per week on the project. Hours spent on project per week must not be less than 10.
12. A group member must be communicative and should not ignore their responsibilities or team members.

13. In the event of a group member ignoring their responsibilities or team members, they will be asked to change their behavior. If their behavior does not change, they will be asked to leave the group.

Each member signs next to their name:

Date: _____

Aistė Grigaliūnaitė:

Signature:

Adomas Jonavičius:

Signature:

Gabrielius Drungilas:

Signature:

Nedas Janušauskas:

Signature: