uOttawa Esports

Behavioural Guidelines

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1. Introduction

Welcome to your season on a uOttawa Esports team! The uOttawa Esports club has a storied history of esports excellence. We recognize the significant commitment required to be an esports athlete and look forward to celebrating your success. We also recognize that competition occupies a special place in gaming and therefore have high expectations of you as a representative of your team, your school, and your club. Our presence and our profile in the local community and in the esports community demands a high level of responsibility and accountability; a standard that we all share and strive for.

We have selected you as a club athlete not only to provide you with the opportunity of pursuing excellence in your game but also because we think you will fit with the positive and public growth of the term "competitive gamer".

The following document will provide information on the guidelines for players, managers, and coaches who represent the University of Ottawa and uOttawa Esports in competition. These guidelines will address many aspects that include membership, member and team requirements, code of conduct and acceptable practises, social media, and club executive discretion. The Code of Conduct is meant as a guide to ensure that all participants compete in a fair and sportsmanlike manner, and that players, coaches and spectators demonstrate appropriate social behaviour.

At uOttawa Esports, we believe in a professional team environment and seek to provide everyone on our teams with a fun and respectful environment. This document will lay out what is expected of players, coaches, and managers, so that we may all have the best experience possible.

As a competitor representing uOttawa, you are expected to know the rules and responsibilities outlined in this Code. Failure to abide by this Code will result in disciplinary action up to and including suspension or expulsion from your team and/or disqualification and prohibition from participating in future competitions.

2. Policies and Code of Conduct

I agree to conduct myself in accordance with all rules and requirements of uOttawa Esports and of the University of Ottawa.

I also agree with the following:

a. University Community

I will be a responsible and engaged member of the University of Ottawa. I will strive to represent my team inside and outside the classroom, online and offline, and show respect for all members of the school and the broader community. I will lead by example. I will remember that both my own and my team's reputations are at stake when I am participating in competition, attending classes, and socialising with friends and others inside and outside of the school community.

b. Academic Standing

I will assume full responsibility for my academic progress and excellence. I will make every effort to stay in good academic standing at the University of Ottawa. I will seek additional academic help if necessary to improve or maintain my academic standing, and I will focus on my academics first throughout the competitive season. I understand that failure to maintain a good academic standing with the University of Ottawa results in the forfeit of my position on the team, and that I will be expected to prove my good academic standing and full-time enrollment at the University of Ottawa to club executives at least once a semester.

c. Travel

When travelling for competitions or training as a representative of the University of Ottawa, I will behave responsibly and portray a positive image of my institution at all times.

- Teams are **personally responsible** for any charges to the room **including** base cost of the room rental at the discretion of the Vice President of Competitive Affairs (VP Comp).
- Teams are **personally responsible** for any damage to the rooms or any items reported missing from rooms.
- The head coach and team manager are responsible to continually educate and assist in monitoring players with respect to these behavioural guidelines and take appropriate action when necessary.
- Prior to departure of an overnight trip, coaches and managers should inform players of the name of their accommodation and the phone number of the accommodation. Players should be encouraged to leave all information about trips (time of departure and of return, accommodations and phone numbers) with their roommates or at their place of residence, in case of an emergency.
- If a team plans their own accommodation or seeks alternative accommodation without the assistance of a coach or manager, all teammates must be properly accommodated and taken care of.
- No person other than team members or authorised personnel are to be in team members' hotel rooms.
- Alcoholic beverages are NOT allowed in team members' hotel rooms (please refer to the Alcohol and Drug Use policy).

d. Social Media and Online Conduct

I will not author, forward, or post vulgar or offensive notes, texts, paragraphs, or other content that reflect negatively on me, my team, others, or the University of Ottawa, or that conflict with the spirit or intent of this code. Whenever possible, I will discourage others from posting text or photographs that could be deemed unflattering or damaging to my, or to others', reputation, or the reputations of the team or of the University, and I will encourage others to use social media responsibly.

e. Alcohol and Drug Use

If I drink alcohol, I will consume responsibly and in moderation and encourage my teammates to do the same. If I plan on driving to a place where alcoholic beverages

are being served, I will make alternate arrangements to get home. I will always remember to act in a mature and responsible manner and avoid the consumption of substances that could affect my judgement and encourage my teammates to do the same.

I will refrain from consumption of alcohol or use of illegal/banned substances while on route to or from competition or practice. I will not consume alcoholic beverages or other illegal/banned substances during competitive events. I am expected to refrain from inappropriate and excessive use of alcohol and the use of illegal substances and be subject to sanctions if I do not abide by this policy.

f. Violence

I will not engage in and will not be tolerant of acts of violence, including assaults on person or property, hate crimes, hazing (addressed more fully below), stalking, sexual violence, or any other conduct prohibited by law or by University of Ottawa policy. If I witness such acts perpetrated by others, I will report them to my manager, club executive, or another authority immediately. I acknowledge that uOttawa Esports may, in its discretion, immediately remove me from my team and prohibit me from competition until further notice in the event that I am accused of a crime of violence or sexual assault.

If I feel unsafe I will immediately call 911 or another appropriate, local emergency line.

g. Non-consensual Sexual Contact

I will not initiate or engage in nonconsensual sexual contact or sexual harassment, and I acknowledge that all forms of harassment and non-consensual sexual contact are prohibited both by law and by the University of Ottawa's rules.

The University of Ottawa has a zero-tolerance policy for any sexual act or act targeting a person's sexuality, gender identity, or gender expression. This includes both physical and psychological acts that are committed, threatened, or attempted

against a person without that person's consent, such as sexual assault, sexual harrassment, stalking, indecent exposure, voyeurism, sexual explotation, and cyberbullying. The University, as well as various employees and student groups, offer a variety of services and resources to ensure that all uOttawa community members have access to confidential support and information, and to procedures for reporting an incident or filing a complaint.

h. Hazing

I will not participate in hazing of any sort. I acknowledge that such acts, either in connection with membership on a team, participation in an informal or formal team activity, or for any other reason, are strictly prohibited. I will refrain from acts that do not contribute to positive development of a person in my community or on my team which inflicts or intends to cause physical or mental harm or anxieties, that demeans or disgraces a person, regardless of location or intent. I will not participate in any initiation processes involving harassment and I understand that I am subject to sanctions if I do not abide by this policy.

3. Roles and Responsibilities

a. Eligibility

To be able to compete as a player, coach, or manager of a uOttawa Esports team, you must:

- Be in good standing with respect to any game licences or game accounts registered in your name, with no non-disclosed violations of the Game's applicable End User Licence Agreement. "Good standing" can be defined as being free of any suspensions, bans, or other incidents of account discipline lodged against an account in your name by the publisher of the game during the tournament or during the six (6) months prior to the commencement of a tournament.
- Be over the age of majority in Ontario. If you are under the legal age of majority in Canada but over the age of thirteen (13) (a "Minor"), you may still enter and be a participant if you otherwise meet all other eligibility criteria set forth herein and one of your parents or legal guardians read and agree to these criteria on your behalf.
- Be a legal resident, or temporary resident, of the United States or Canada. Some leagues exclude the province of Quebec from membership so, if you are a resident of Quebec, please consult individual competitive league procedures. Accommodations are available for you in most cases.
- Be currently enrolled during the tournament period as a full-time or equivalent student at the University of Ottawa. A "full-time student" at the University of Ottawa is any student registered for twelve (12) credits or more during a single semester, enrolled in a Masters or PhD program, or completing a co-op term instead of a study semester.
- Be in good academic standing with the University of Ottawa and not on academic probation at any point of the competition. "Good academic standing" varies by degree requirements so please make yourself aware of them as outlined by your faculty.

b. Players

Players are expected to compete to the best of their ability at all times during the competition and must at all times act in accordance with the rules of the competition and the University of Ottawa, including any direction given by league officials, by club executives, by their coach or manager, or anyone acting on their behalf. All players are expected to work together in the pursuit of competitive excellence, respect each other in and out of game, and keep in regular contact with their teammates, managers and coaches.

As a player you are expected to:
- Be fair, honest and open in actions and communications;
- Respect people's individual differences;
- Support creativity and risk taking;
- Celebrate successes and share failures;
- Committed to carrying your share of team responsibilities and workload;
- Come into every game with a fresh mindset, a good attitude, and respectful of your opponent as an equal competitor; and
- Follow the rules outlined in this Code of Conduct, the direction of your coaches and managers, and the rules of the organisations that they play in.

A "main roster" player is any player on a team assigned to a primary role that contributes to the mandatory minimum number of players in a game. A League of Legends team has five (5) main roster players because only five players can be on a team, but an Overwatch team has six (6) main roster players because only six players can be on a team. A "main roster" player is expected to play the majority of games and attend the majority of practises and scrimmages to ensure team cohesion and player development. A "main roster" player will have priority to play in a competition where substitute players are also available.

A "substitute player" is any player on a team exceeding the minimum number of players in a game. A League of Legends team that has seven players has a main roster of five players and two substitute players. A "substitute player" is expected to be generally available to compete if a main roster teammate is unable to attend

competition, and will be notified by a teammate, coach or player prior to play. A "substitute player" is responsible for maintaining their own player development and may be included in practises or scrimmages instead of main roster players. A "substitute player" will not have priority for any prizes their team may win while they are a member.

A "player captain" is one designated main roster player on a team who helps with managerial duties (outlined below) chosen at the beginning of a competitive season either by majority vote of other teammates or by the VP Comp. A player captain may be asked by their manager or by the VP Comp to assist with any of the duties of a team manager (outlined below). This player will act as a point of contact for club executives and organisations for registration purposes if their team is not assigned a manager, but this role is often informally applied and has responsibilities that vary by game.

Players are expected to manage their time appropriately between school and other commitments with the understanding that academic excellence supersedes competition. Players will not be expected to compete during major holiday seasons or during exams, and are encouraged to take breaks from non-competition gameplay to ensure good attitude and to help prevent burnout. If a player needs to step away from their team and take a sabbatical, they must notify their team manager and VP Comp understanding that if they don't notify their manager, they will be removed permanently from their team.

c. **Managers**

A "manager" is any non-player member of a team designated to assist the VP Comp by fulfilling the day-to-day managerial duties relating to a team including but not limited to:
- Registering players in upcoming leagues or competitive events;
- Ensuring that players are available and ready to play on competition day, including notifying substitute players who are required to play that day;
- Organising regular practises and scrimmages dependent on team availability;

- Acting as primary point of contact for competitive organisations and for other teams;
- Ensuring teams are functioning in a sportsmanlike manner;
- Maintaining clear and regular communication with their players, coaches, and the VP Comp; and
- Reporting match results to league/tournament administrators and to the VP Comp.

A manager may be enrolled on a team as a player but should only be asked to play as an emergency player, and will never have priority over a main roster or substitute player. Managers are expected to act as the primary point of contact for organisations and for members of teams uOttawa is playing against. Because different leagues have different policies relating to the role of "manager", being a designated team manager could mean registration as a player who is the "Competitive Coordinator" or "Team Captain" in various leagues, in which case the manager can enrol as either of these roles (as a player) but is not expected to play regularly.

If the team travels to an event, managers will be responsible for working with players to find suitable accommodations and transportation to the event. The VP Comp will support in finding suitable travel accommodations.

A manager will not have priority for any prizes their team may win while they are a member.

d. Coaches

A "coach" is any non-player member of a team designated by the VP Comp to encourage competitive growth of players. The duties of a coach include but are not limited to:
- Organising VOD (video on demand) reviews of recently played game and educating players about mistakes or alternative strategies in game
- Supporting players during "character selection" phases (if applicable) or in selecting maps to play on that compliment player strengths
- Working with players to learn new heroes, maps, or strategies

Coaches are chosen by their merit at the discretion of the VP Comp to help players learn and mature in game, emotionally, and mentally. Good coaches are current or former high ranked players, players with exceptional game intelligence, or players who are competing on a higher ranked team and seek to help junior players.

A coach is not eligible to be enrolled on a team as a player or as a point of contact and therefore cannot compete officially on a team as a main roster or substitute player. Because a coach is not eligible to be formally enrolled on a team, coaches are permitted to be non-uOttawa students as long as they are approved to coach by the VP Comp. Coaches will not have priority for any prizes their team may win while they are a member.

e. Vice President of Competitive Affairs (VP Comp)

The VP Comp is a member of the uOttawa Esports executive committee that has been elected in a majority vote open to all club members. The roles of the VP Comp include but are not limited to:
- Organising fair, regular team tryouts to search for new players that compliment existing rosters, or, organising tryouts to assemble new teams where possible;
- Finding opportunities for players to compete in skill level appropriate competition;
- Communicating on behalf of teams with competitive organisations to ensure team and institutional enrollment is completed (ensuring that teams are properly registered and entry fees are paid);
- Ensuring competitive integrity and sportsmanlike conduct is present across all teams;
- Conducting player eligibility checks each semester, including collection of player personal information (student name, number, and class schedule for the term); and
- Ensuring that team needs are met and player concerns are answered.

The VP Comp is the designated point of contact between competitive teams and the uOttawa Esports executive committee. The VP Comp is also the point of contact between the club and uOttawa Athletics, the Gee-Gees, and works actively with them in pursuit of a varsity esports program at the University of Ottawa. Functionally, the VP Comp operates as a union representative for competitive players in the club and works closely with competitive teams to mediate conflict for players with other team members and with organisations, and to ensure the overall success and health of the team. The VP Comp can also assist with mid-season roster changes, coaching on an informal basis, and paying for organisation entry fees. This Code of Conduct and the policies within will be referred to by the VP Comp at their discretion.

If you have a concern about your status as a player or a concern about a teammate, the VP Comp should be the first one approached to discuss the concern. The VP Comp will work with you to mediate sensitive situations or conflicts as they arise and their dms are always open to ensure individual player success. Any private messages sent to the VP Comp are confidential and will only be discussed with those whom you and the VP Comp deem appropriate.

The VP Comp is expected to play most esports titles at an amateur level and may offer themselves as a substitute player to teams who need substitute players.

The VP Comp for the 2021-2022 school year is Andrew Leblanc, who can be reached by email at ators102@uottawa.ca or on Discord at Juicy_Vinyl#3235.

f. Game Head(s)

A Game Head is a member of the uOttawa Esports executive committee dedicated to planning and executing events relevant to their particular esport with assistance from the rest of the executive team. Game Heads are often highly knowledgeable and talented players who are eligible to compete on teams, but are required to attend tryouts like all other players.

A Game Head may be asked by the VP Comp to support a team as a manager or as a coach, and their roles as a manager or coach will follow the above outlined roles. A

Game Head may also offer themselves to a team as a substitute player to teams who need substitute players but cannot impose themselves on team operations.

If a Game Head does not make themselves available to a competitive team in the game they represent, the team's point of contact remains the VP Comp and the Game Head will act as a secondary point of contact for anything team related.

4. General Rules

a. Cheating

Cheating is defined as an intentional act that gives a team an unfair competitive advantage over another. Example of cheating include, but are not limited to:
- Collusion and Match Fixing, defined as any agreement between two (2) or more players to disadvantage opposing players.
- Hacking or modifying game files.
- Using a prohibited hero, class, team, item, or action during a game as defined by a competitive organisation's governing documents.
- Spectating an opposing players' monitor or live streams.
- Using restricted hardware or equipment during a game.
- Using any player that was not registered during registration or is not eligible to participate.
- Intentionally disconnecting from any game prior to its official conclusion.
- Exploiting known in-game bugs, glitches, and unintended game features to disadvantage opposing players.

Team members found to be cheating in game will be subject to immediate removal from their roster and banned from the club.

b. Sportsmanship and Toxicity

uOttawa Esports promotes good **sportsmanship** by players, coaches, and managers. We request your cooperation by supporting all participants and officials in a positive manner. Profanity, identity-based comments, or other intimidating actions directed at officials, student athletes, coaches, or team representatives will not be tolerated and are grounds for immediate removal.

Toxicity (unsportsmanlike conduct) in and out of game will also not be tolerated during individual play or competitive play. Toxicity in-game can include:
- Death threats to teammates or opponents;

- Use of hate speech and slurs, threats of violence, harassment or sexual harassment, or use of comments that target one's gender, race, orientation, religion, or ability;
- Doxing (publishing others' private information in game or online);
- Chat spamming;
- "Flaming", using emotive statements to elicit negative reactions, including the use of chat to instigate conflict between players in-game;
- Griefing, including intentionally sabotaging a game for teammates, refusing to work with teammates, or intentionally inhibiting the performance of one's own team;
- Gloating about winning;
- Goading teammates into making comments, "egoing" or being passive aggressive about team performance; and
- Game-specific actions like "teabagging", shooting dead bodies, using in-game emotes, and others that the average player would consider to be in poor taste.

uOttawa Esports has zero tolerance for toxicity and unsportsmanlike conduct. Reports of unsportsmanlike conduct in competitive games and during individual play will be taken seriously and acted upon appropriately by the VP Comp and team manager. We simply ask that you are humble in victory and graceful in defeat.

c. Discord

All uOttawa Esports teams organise on Discord. The app is free to use, user friendly, and allows players to join several chat rooms for their team and for the organisations they play in. Players are expected to stay in the uOttawa Esports Discord server where all team planning will take place, and not leave the server for the duration of their time on their team.

During an official match, only the players participating in the match are permitted to be in the voice call. The manager may be permitted to join in order to record audio for the match for later review, but must remain muted for the duration of the match. The coach may be permitted to join the voice call to talk to the team in between games and during planning phases, but they must either leave the voice call or remain muted for

the duration of the match. If this is violated, the VP Comp may take action on the grounds of cheating and distribute sanctions at their discretion. Under no circumstances should a substitute player that is not set to play the official match join the voice call unless previously allowed. If they were permitted, they must remain muted for the duration of the match.

Competitive players are encouraged to play in other club events and try out other games, just remember that not all other players are as good as you!

d. Enrollment in New Leagues and "Weekend Tournaments"

uOttawa Esports is well-connected and well-known in the Canadian esports community. The club is often approached by third-party organisations with opportunities for players to compete. If these organisations are judged by the VP Comp to be run with integrity and offer a good level of competition to teams, it will be offered to teams to enrol in at their own discretion.

If a team member finds a league that is running a competition and is interested in enrolling their team, it is crucial that they notify the VP Comp before competing so that the VP Comp can properly support them in enrollment with the league. Many new organisations require proof of support from an institution or backing entity, and the VP Comp will work with you to ensure that proof of support from the club is given. Failure to communicate with the VP Comp before competing in a new league will result in sanctions at their discretion.

Teams are encouraged to enter non-league competitions, (ie "Weekend leagues", or informal short-term events) at their discretion so long as they follow naming conventions and continue to uphold sportsmanlike conduct.

When enrolling in a league, signing up for a competition, or joining a team for the first time, you **must** use your University of Ottawa email ending in "@uottawa.ca". It is important you use your school email as many leagues have it listed as a requirement to join and verify that the email is active upon enrollment. It is good practice to check your University of Ottawa email regularly.

e. **One-Team Policy**

A team member can only participate on one team in any capacity. Most organisations play games on the same night of the week and it would be impossible for a player to commit to play two games with two teams at once. One person can only commit to one team each semester, but when the semester is done then players are free to pursue and try out other games. One person cannot play on two teams, nor can they manage one team and play on another, and so on. There are some exceptions to this rule:

- A player on a higher ranked team can, on occasion, support a lower ranked team as an informal coach for the same game they play on, but cannot commit to full-time coaching of that lower ranked team.
- The VP Comp may be enrolled on one team and function as a manager for another team that does not have a manager while the VP Comp searches for one.
- A manager may be appointed at the discretion of the VP Comp to support a team that does not have a manager while the VP Comp searches for one.
- The VP Comp may be enrolled on multiple teams as a substitute in case several teams need one.
- A Game Head is enrolled on a team as a player and assumes manager responsibilities.
- If an organisation requires a "Competitive Coordinator" or "Team Captain", the manager may enrol themselves as a player AND as the "Team Captain" for the purposes of administration as long as they function as a manager and do not impose on regular gameplay.

f. **Name Change**

Please do not change your in-game name or Discord account during enrollment in a league. Most leagues have policies that penalise players for changing their in-game name or Discord account that include removal from the team. If you want to change your Discord account or in-game name, please notify the VP Comp or your manager before you do it so that they can help you time it properly.

g. Falsifying Game-related Information

Team members must register for any competitive event or tryout using their main account. "Smurfing", or the use of alternate low-ranked or junior accounts (false account, different name, incorrect rank, etc) in any competitive event are strictly prohibited, as these accounts misrepresent the ability of the player and thus violates above rules on competitive integrity.

If a team member plays regularly on an alternate account, that team member must be conscious to follow all above stated policies. Using your main account or not, you are representing the University of Ottawa in your game and you must hold yourself to a higher standard.

h. Falsification of University Documents

uOttawa Esports will regularly check enrollment status of team members regularly throughout the year. This is a standard requirement of many competitive leagues, who ask the club to verify enrollment throughout the competitive season. You may be asked to provide any of the following to the VP Comp or to your manager: first and last name (as they appear on your student card), your student number, your student email ending in "@uottawa.ca", and your semester schedule for the competitive term found on uoZone. Failure to comply with this requirement will result in the immediate sanction of the player, leading to removal from any competitive team and from the club.

Please note that any personal information disclosed to the club (such as this) is treated with sensitivity and will be actively guarded from unauthorised access by third-parties and by unrelated club executives.

i. Livestream Policy

uOttawa Esports encourages competitive players to build a reputation for themselves and their gameplay by live streaming on websites like twitch.tv. However, it is paramount that team members are mindful of the importance that live streams have

in a competitive context. An opposing team can gain a lot of useful information about you and your team from watching gameplay. These policies are designed to be flexible for players interested in live streaming but not to obstruct quality gameplay or the ability to win games:

- Streaming team practices (scrimmages) is explicitly forbidden as it provides opposing teams with sensitive in-game information that may sabotage a competition. To have a recording of the practice, managers are encouraged to spectate the match and record.
- Streaming character selection or map selection is allowed, but audio on the stream is strongly encouraged to remain muted so as to not allow competing teams to gain an advantage.
- Recordings of competitive games or games played with a uOttawa Esports team must be immediately deleted or set to "private", as they afford opposing teams the same information about team strategy.
- Individual streams (i.e. live streams while not playing on your team) and game-day streams are encouraged with a delay.

Be mindful of competitions' individual policies on live streaming. It is good etiquette to ask opposing teams if you can live stream before you do. Please remember to conduct yourself in a way that follows this guideline.

5. Branding

uOttawa Esports has a dedicated branding dock, icons, and colours that are available to teams at their own request. Please contact the VP Comp or either Co-President.

Team names must follow our club naming conventions in all organisations and publications. No team is allowed to enter a competition as a uOttawa team without being named one of the following:

-   uOttawa Garnet
-   uOttawa Grey
-   uOttawa Gold
-   uOttawa Black
-   uOttawa Blue

You will be told your team name at the beginning of the year and your team Discord role will correspond with the team you are on. Do not enter as "uOttawa Gamers" or another novel name.

6. Sanctions

Sanction(s) will reflect the severity of the misconduct or violation and any previously levied sanctions. More than one sanction may be imposed for any single violation. Disciplinary sanctions normally will be progressive in nature. However, the circumstances of the misbehaviour or the nature or severity of the misconduct may result in the immediate imposition of a more significant sanction up to and including expulsion from the team, of which is up to the discretion of the VP Comp.

The following sanctions may be imposed upon a player found to have violated the uOttawa Esports Behavioural Guidelines. Other unlisted sanctions may be applied to a player. A record of any and all sanctions imposed on a player will be maintained in the player's file.

a. Verbal Warning

A verbal notice to the player that the player is violating or has violated the Behavioural Guidelines.

b. Admonition and Warning

A written notice to the player that the player is violating or has violated the Behavioural Guidelines.

c. Match Forfeiture

The coach or manager may declare a scheduled match to be forfeited if it is deemed that a player, group of players, or the team as a whole is violating or has violated the Behavioural Guidelines.

d. Probation

A written reprimand for violation of the Behavioural Guidelines. Probation, including possible behavioural requirements, is for a designated period of time and includes

the possibility of more severe disciplinary sanctions if further violations occur during the probationary period.

e. Team Suspension

Separation of the player from the team for a definite period of time, after which the player is eligible to return. Conditions for the player's return may be specified.

f. Team Expulsion

Permanent separation of the player from the team.

g. Club Expulsion

Permanent ban of the player from the club.