Code of Conduct

In a Code of Conduct you discuss with each other what you expect from each other and from the collaboration. Everyone participates in this and supports the agreements that you draw up together. A Code of Conduct is a flexible document. If after some time it appears that certain agreements are not realistic or applicable, then it is important to discuss this in the group and adjust the agreements if necessary.

Assignment description:
In your own words, describe what you need to do as a group in this course.
While emulating a professional working environment, the scope of this group within the course is to construct and programme an entire application based on specific requirements given by the client. Moreover, the final goal is to implement a fully functional microservice based application of the 'Rowing' scenario.

Target or ambition level:
What grade are you working for?
Realistically, we are content with getting an eight as we are aware that we will encounter some difficulties on the way. Ultimately, we will do our best to create the best working version of our application that will comply with the given requirements.

Products:
What should you deliver at the end? On which platform do you share which documents (Discourse/Miro/MS Teams)? What standards must the work submitted meet?
At the end of the course, we will deliver a fully functional software application which complies with the requirements of the 'Rowing' scenario, whilst also doing a presentation of the whole project. Nonetheless, the software architecture and design patterns included in the final product will be engineered based on the knowledge presented in the lectures.

The main platform used in order to communicate with fellow students is GitLab which enables the entire team to actively contribute to the final project, check the newly implemented features as well as information regarding the entire process. However, the documents must be also shared through Mattermost for grading purposes and assessment from the TA (agendas and certain assignments).

The work submitted should be perfectly working and it should comply with the requirements given by the 'Rowing' scenario. Also, it should be the result of an evenly distributed workload within the team.

Planning:
How do you ensure that each group finishes everything on time? Did you clarify who will have a final say in the final deliverable and submits it to Brightspace *on behalf of the project group?*
We are planning on having regular meetings (before meeting with the TA) in order to assess improvements and discuss important matters. We will use the Scrum system so that we can prioritize and evenly distribute work within the team. Moreover, we will make sure that every important decision is approved by the majority.

Behavior:

How do you treat each other in the group? How do you handle disagreements within your group? Could your guide or student assistant be involved in reaching consent? What do you do if someone is late during a group meeting?

Treating fellows equally will be our main goal. If disagreements appear we look forward to solving them together and, if needed, with the help of the TA. In case someone is late for a meeting we will start the meeting according to the schedule and then catch up the missing person with what was discussed. However, we do not tolerate multiple unannounced absences and this kind of behaviour would be reported to the TA.

Communication:

In what ways do you communicate with each other as a group and among yourselves? (in the studio/MS Teams/Miro/Discourse)

We have set up a communication channel on Whatsapp. Also, the official one with the TA on Mattermost. Apart from that, we also have weekly meetings on campus. We try to keep in touch as much as possible so we can be aware of the advancements of the project, but also so that we can maintain a proper workflow within the team.

Commitment:

How do you determine the quality of each group's work, so that each group delivers the same quality? How do you measure the commitment of the chairs and minute takers?

We make sure that every merge request is approved by at least two people to ensure code quality. Additionally tools like Checkstyle and tests can be used to ensure functionality and the adherence to code conventions. As for the Chairs we can measure their contribution by the order and quality of each meeting, and for the minute taker, they should share the notes to all members. It is vital that the notes are structured well, and as such, we will be measuring our minute takers' contributions by the quality, accuracy, and formatting of the documents they submit. They should be easy to read and get an idea of what happened during the meeting.

Meetings:

How often will you meet as a group? What preparation is needed for the meetings?

We will meet weekly on Tuesdays on campus. Based on the current problems, we will potentially schedule online or on campus meetings. In terms of preparation, we will always have an agenda to properly divide the tasks in the given time slot.

Decision-making:

How do you make decisions? By majority vote or by consensus?

Even though it takes more time we would like to make decisions by consensus through finding compromises that everyone agrees with. However, if we don't reach a common ground we will continue by vote of majority or in case of major disagreements we will ask an opinion from the TA.

Dealing with conflicts:

How do you handle conflicts within the group?

Discussing our problems is always the best way to find a common ground and keep everyone on the same page. However, in case of major conflicts the opinion of the TA will be the next step.

Guidance:
What do you expect from the teacher's and/or student assistant's guidance? What do you want feedback on, on the content or on the collaboration?
We expect the TA to clarify any misunderstandings regarding the assignments and the project itself. Moreover, feedback is needed in order to ensure the work quality is sufficient. The TA is our main contact and should guide us in case of major conflicts within the group.

Consequences:
What are the consequences if a participant in the group does not keep the agreements?
For the first time the agreement is broken we will have a talk with that person. If that happens more than 1 time, we will talk with the TA about this situation.

Succesfactors:
What makes your team a dream team?
We are a very balanced team with members dedicated to going above and beyond in our project. We want to make the process as well as the project itself interactive between all members. We make sure to leverage each person's strengths to produce the best quality we can.