Group Contract

# Group Responsibilities

The success of a group depends on the contributions and professionalism of each and all of its members. When you join a group, you are throwing your lot in with the group. The group will let each member share in the fruits of its labour and each member should pay the group back by contributing to the group effort.

The group contract lays out the responsibilities and expectations of the group members. It also lays out how responsibilities will be determined, how group members can contact one another, consequences when group members do not meet their responsibilities, giving credit for work done and not giving credit for work which was not done.

This is a template for a contract. You can alter the parts you feel need to be altered. The final contract does need to be approved by the instructor and then signed by all members of the group.

# Contact Information

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Email | Phone (optional) | Social Media |
| Shrey Ajaykumar Bhatt | sabhatt2@myseneca.ca |  | <https://www.linkedin.com/in/shrey-bhatt-406100282/> |
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| Denyl Marc Bensan | mbensan@myseneca.ca |  | @marcbensan (Instagram) |
| Rendell Velasco | rvelasco6@myseneca.ca |  | @rendellv123  (instagram) |

# Professionalism

As a member of this group, I will conduct myself in a professional manner, just as I would in the workplace. I will abide by the decisions of the group and participate in the group activities to the best of my ability. I will strive to be pleasant and treat my fellow group members with respect. Should conflict arise, I will do my best to overcome it and put it behind us.

**INITIALS: SA****, JH, JVTC, RV, KY, MB**

# Group Meetings

All group members agree to meet in the assigned class time.

In addition, they agree to participate in 2 meeting(s) per week outside of class time.

Individual contributions will be completed by 2 days from lab day and the group submission will be completed by 4 days from lab day.

For the preparation of group submissions, the group will meet online via discord/zoom.

**INITIALS: SA****, JH, JVTC, RV, KY, MB**

# Work Distribution

Work will be distributed during a weekly group meeting where members pick the work that they are best equipped to do. Members will make every effort to distribute the work evenly amongst the group members.

**INITIALS: SA****, JH, JVTC, RV, KY, MB**

# Plagiarism

The group will submit only work done by the members of the group. The group will not post their workshops, assignments or other work on the internet or distribute it to others in any other manner.

**INITIALS:**  **SA****, JH, JVTC, RV, KY, MB**

# Consequences

A group member who is often late for meetings or absent shall be reminded to attend on time, otherwise in the event of an emergency said team member may be excused, provided said team member notified other team members beforehand.

A group member who fails to complete their chosen work on time shall be assisted before submission date, as long as said member provide reasoning to the absence of work.

A group member who submits substandard work shall be reminded by group leader/members on where work should be improved.

If a group member does not pick a fair share of the work, the said member shall be take up additional tasks until work is balanced between others.

If a group member does not treat their fellow group members with courtesy and respect, the said member shall not be included in any additional group work, and submission.

If a group member doesn’t go out of his/her way to communicate with the other members of the team, doesn’t make an effort to contribute and/or doesn’t respond to the group leader’s texts, other members/group leader will not waste time and resources assigning additional work. Instead said group member’s name will be removed from that week’s work.

**INITIALS:** **JH, RV, KY, JVTC, SA, MB**

# Conflict Resolution

In the event there are inter-personal issues within the group or if a member does not meet their commitments, the conflict should be resolved peacefully and not affect group work and submission. Members that continue to contribute to the project will have their names included. In the event that a member refuses to participate in meetings or submissions, their name will not be included.

**INITIALS: JH, RV, KY, JVTC, SA, MB**

# Other Rules

All group members should continue to provide work for all 6 milestones. Members that are unable to contribute until the end of the semester should notify the group leader as soon as possible, preferably before the next milestone begins.

**INITIALS:**  **JH, KY, RV, JVTC, SA, MB**

# Signatures

By signing below, I agree to abide by the group contract.

DATE:

Print Name: Joao Vitor Topanotti da Cunha Signature:

Print Name: Julian Huang Signature:

Print Name: Rendell Velasco Signature:

Print Name: Marc Bensan Signature:

Print Name: Kasumi Yanagita Signature:

Print Name: Shrey Ajaykumar Bhatt Signature: