# Naboo

# Social contract

* Come prepared to meetings
* Everyone has an equal voice and valuable contribution
* If you are assigned a job, take ownership of it and keep it up to date
* Engage with a person before assigning and handing over a ticket
* Quality is everybody’s responsibility
* Treat team members with respect
* Approach problems like you don’t know the answer
* Complete your time logs with integrity, as though the groups future depends on it
* Treat people’s time as though it is precious
* Listen to people and maybe they will listen to you
* Attend meetings with respect to every ones invested time
* Seek to use the most effective communication channels
* Imagine you were the one who had to learn a language to work here
* Remember, we are all mentors, and we are all students
* Treat meeting start and end times with respect (academic quarter)
* Acknowledge the wins and the losses
* If you make a mistake, own it, remedy it and move on
* Adhere to the engineering Swedish codex - https://www.sverigesingenjorer.se/om-forbundet/organisation/hederskodex/