**1. Respect & Communication**

* Treat every team member with respect, regardless of skill level.
* Keep communication clear, professional, and inclusive.
* Disagreements should be discussed constructively.

**2. Collaboration & Contribution**

* Each member must contribute to the project and fulfil assigned tasks.
* If a team member cannot complete a task, they must notify the group in advance.
* Help others if they are struggling with a task.

**3. GitHub & Version Control**

* Use meaningful commit messages when pushing code.
* Work on assigned branches and submit pull requests for review.
* Avoid merging code without proper review and team approval.

**4. Deadlines & Meetings**

* Respect all project deadlines and complete tasks on time.
* Attend all scheduled meetings unless communicated otherwise in advance.
* Provide regular updates on progress in the project management tool.

**5. Code Quality & Documentation**

* Write clean, modular, and well-commented code.
* Follow agreed-upon coding standards and naming conventions.
* Ensure all code changes are documented properly.

**6. Conflict Resolution**

* If conflicts arise, discuss them professionally as a team.
* If unresolved, involve the instructor or project mentor.