

## **Software Engineering Practice - KF5012**

### **Group "Only Fools and Horses" - Code of conduct**

#### **Group members general concern**

Everyone shall:

- conduct their activities without discrimination on the grounds of sex, sexual orientation, marital status, nationality, colour, race, ethnic origin, religion, age or disability or of any other condition or requirement;
- have due regard for all the group members privacy, security and wellbeing;
- put effort in including everyone in group activities and equally share what they learnt with everyone else that is part of the group;
- express their ideas freely (if anyone is in disagreement with any of the other group members regarding any matter they must say what they think beforehand in order to prevent possible future disagreements and conflicts within the group);
- discuss immediately with the "team leader" and the seminar tutor if any relevant conflict or problem rises;
- encourage and support fellow group members.

#### **Group system**

- even though there will not exactly be a team leader and everyone will be treated with equal importance within the group, there will be a member that will act as a representative/manager of the group;
- the team leader's main duty will be to act as a spokesman with the seminar tutor for any relevant problems/conflicts that arise within the group. Furthermore, he/she is the first one that has the responsibility to try to find a solution to any problems that arise within the group.

#### **Competence and integrity**

Everyone shall:

- respect and value alternative viewpoints and accept and offer honest criticism of work;
- share their knowledge;
- express their disagreement if there are any problems with the location where the meeting will take place (this will usually be held in the university grounds due to the fact that it is the place that all group members frequent the most);
- accept responsibility for their work;
- develop their knowledge, skills and competence on a continuing basis;
- avoid injuring others, their property, reputation by false or malicious or negligent action or inaction.

### **Group members duties**

Everyone shall:

- attend the scheduled meetings unless a valid reason is presented; in that case the group will decide whether to postpone the meeting or not based on the amount of time left until the project deadline;
- try to take part in discussions when the group members meet in order to work all together;
- work on their given task and talk with other group members if they have any difficulties;
- share their work/files with the other group members;
- respect their given deadlines.

**If any of the above roles were found to be broken by someone, he/she will be reported to the seminar tutor.**