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Group constitution

Form of organisation
- We plan to delegate tasks so that we can work on them individually.
    - If we encounter a problem we will discuss the problem together.

Roles
- Scribe: Thea
- Chair: we are not planning to have a fixed chair.

Reception of suggestions
- We want to be open to suggestions but we want to consider them within the current context (i.e. if it is realistic, fits our plan, etc.).

Meeting place
- Discord room
- Generally online, physically when needed.

Guidelines meetings
- Online meetings:
    - Camera on.
- Meetings generally:
    - Communicate (as soon as possible) if you cannot attend a meeting.

Discussions (degree of formalization)
- Have an agenda before meetings, however, it is possible to deviate from it.

Decisions
- We want to try and come to decisions by discussing them.
- If we cannot agree, we will talk to a TA.
- If we still cannot agree, we will vote.
- Else: one round of rock, paper, scissor.

Documentation:
- Project diary
- Github tools
    - Weekly releases, wiki etc.

Level of ambition (and thoroughness)
- We aim to make a project that completes all the mandatory requirements plus any we optional ones we seem fit. The project and written report should create a solid foundation for each of our exams.

Work pace
- We would like to spread out the workflow so that we do not encounter too much bottleneck in May.

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- Ensure to keep track of all the tasks we need to complete and who is working on what.

Working hours
- Scheduled meetings: Every Tuesday in the afternoon (until April where the time can be rescheduled) and every Friday at 09:00. Otherwise it will be determined week to week.
- GitHub release: Release is ready on Friday, with possibility to be postponed into the weekend.

Communication
- Ensure to inform others about what you are working on.
- Talk to the other group members before starting something new.

Git guidelines
- Commit often with good/ meaningful messages.
  - Refer to Troels' slide.
- Branches :
  - Main always runs/compiles.
  - Pull request for merging branches.
  - Branches based on features with substance.
- Keep github task updated.

Signatures

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