**Code of Conduct**

In a Code of Conduct you discuss with each other what you expect from each other and from the collaboration. Everyone participates in this and supports the agreements that you draw up together. A Code of Conduct is a flexible document. If after some time it appears that certain agreements are not realistic or applicable, then it is important to discuss this in the group and adjust the agreements if necessary.

**Assignment description:**

In your own words, describe what you need to do as a group in this course.

We need to collectively develop a quiz game using Java. We have to use a database to store all the activities, a server that handles all the requests and retrieves data from the database and a client application where the user can play the game. The game can be played in multi-player or single-player mode. Each game consists of 20 questions and the player gets points for correctly answering.

We need to achieve a good level of communication and teamwork so that our product can be successful.

We need to use GitLab to work together and check each other’s code before we approve it.

**Target or ambition level:**

What grade are you working for?

9, We are motivated and would like to do more than what is required of us. For the scope of this project, we should address most of the “could have” features on the example backlog. Since we are a 5 person team, this might be hard to achieve, however, most of us have sufficient programming skills to make this possible.

**Products:**

What should you deliver at the end? On which platform do you share which documents (Discourse/Miro/MS Teams)? What standards must the work submitted meet?

A working game that exceeds expectations (more that minimum requirements). We use WhatsApp to share most documents. We can also use Discord. Everything that concerns the TA is shared on Mattermost. The backlog is shared on GitLab. Some documents are also submitted to Brightspace or the docs directory on the repo (as discussed with the TA).

Good code quality, good performance (optimization). The design should be pretty but minimalistic at the same time so users can focus on function and not form.

**Planning:**

How do you ensure that each group finishes everything on time? Did you clarify who will have a final say in the final deliverable and submits it to Brightspace *on behalf of the project group?*

We will have a list of deadlines and we will communicate with each other to make sure that everyone is up to speed with the work.

The current Secretary will submit documents to Brightspace/GitLab.

Each week the secretary will propose a list of issues that he thinks should be addressed that week. The team will then get back to him with a revised list of issues. This turns into a milestone on GitLab, in which individual issues can be assigned to different people.

**Behavior:**

How do you treat each other in the group? How do you handle disagreements within your group? Could your guide or student assistant be involved in reaching consent? What do you do if someone is late during a group meeting?

We are helpful, nice, listening to others, contributing.

When there are disagreements, we consult with the rest of the team and try to get everyone on the same page by weighing the pros and cons of each side and determining what is more beneficial for us. If we still cannot agree unanimously, we try to compromise. The very last measure is to consult the TA.

First we talk to the latecomer and learn why they were late (if the reason is something out of their control, we can excuse it)

Then if it is their fault and they are more than 10 minutes late, they have to bring something to eat next time we meet in person

If it keeps happening, we tell the TA

**If not made clear already, the TA should be an absolute last resort**

**Communication:**

In what ways do you communicate with each other as a group and among yourselves? (in the studio/MS Teams/Miro/Discourse)

We use WhatsApp for text communication, Discord for voice communication and Mattermost for any communication with the TA

**Commitment:**

How do you determine the quality of each group's work, so that each group delivers the same quality?

How do you measure the commitment of the chairs and minute takers?

If one of us thinks that someone’s work is not up to par, they let the team know and they reach a team decision.

Minute taker – we check the notes they made and that they are submitting documents on time by themselves

Chair – they should know what the agenda is about, make sure everyone has their say about the agenda, they give feedback at the end of each meeting

Commitment **will** also be measured by the number of assigned issues that were completed by the respective person. This can easily be seen in the GitLab milestone feature.

**Meetings:**

How often will you meet as a group? What preparation is needed for the meetings?

We will meet 2 or 3 times a week

There will be one official meeting a week (with TA)

Check the agenda, message chair if you don’t agree

Other meetings might be about assignments, checking in, …

Be prepared for the task

**Decision-making:**

How do you make decisions? By majority vote or by consensus?

We make sure everyone is on the same page and try to resolve any problems we have. Then reach a compromise. This ensures that progress can not be made without everyone knowing what is going on, as the latter would be detrimental to our project.

**Dealing with conflicts:**

How do you handle conflicts within the group?

Already discussed in Behaviour. If we really cannot agree, we consult the TA

**Guidance:**

What do you expect from the teacher's and/or student assistant’s guidance? What do you want feedback on, on the content or on the collaboration?

We prioritize content but if there is time, we also want feedback on collaboration. Later into the project, feedback regarding best practices on GitLab would be good to have, just to see if the team is meeting expectations in that regard.

**Consequences:**

What are the consequences if a participant in the group does not keep the agreements?

First we talk to the person and learn why they didn’t keep the agreement (if the reason is something out of their control, we can excuse it)

If it was their fault:

The first time, we collectively make an effort to involve them so they know what is happening.

We make sure they ask for help when they need it and communicate with them often

If it happens consistently, we tell the TA

**Success Factors:**

What makes your team a dream team?

We are highly motivated, skilled, teamworking, supportive, communicative. When anyone needs help, we have agreed that anyone who is available at that given time will try to support the respective team member in anything they might need help with.