

MSD 1

Team: 12007

Team Ethics and Codes
(Last update: 12/12/2011)

Expectations

1. Be honest and forward but respectful
2. Have a go-with-the-flow attitude
3. Be present and engaged
4. Address issues when they arise (not 5 weeks later)

Balance Distribution of Work

1. Play to everyone's strengths
2. Assess during meetings about everyone's work load

Roles and Responsibilities

1. Discussed and agreed upon role names
2. Will re-assign or update names as needed
3. Be cognizant of your work and deliverables

Interacting with Guide

1. Take advantage of time on Fridays
2. Attend office hours
3. Update via email after weekday meetings

Maintaining communication

1. Google docs
2. Edge
3. Phone/email
4. Meetings outside of Fridays

Making decisions

1. Decide based on what the decision is
2. Use majority and/or consensus
3. Refer to our guide for assistance

Conflict Management

1. Implement Rants/Raves technique
2. Address issues early and often
3. Be respectable