Team P14221
Code of Ethics

## What are your expectations for team behavior?

Everyone on the team is expected to contribute to the progress of the project and respect other member's options and thoughts on the project.

## How will you ensure balanced distribution of work?

To ensure balanced distribution of work each team meeting we will assign deliverables and additional work to each member of the team. Work will be assigned based on prior knowledge and past workloads keeping it fair between the members.

## How will you determine roles and responsibilities?

Roles and responsibilities will be determined by voting within the team. The strengths and weakness of that member will be considered while deciding.

## How will you honor the strengths of the individuals?

The team will honor the strengths of each member by allowing them to take on positions and work on parts of the project that highlight their strengths.

## How will you interact with your guide?

The team will interact with our guide as needed. We will have periodic update meetings and seek assistance when necessary.

## How will you communicate with each other?

The main form of communication between the group members will be face-to-face contact. In addition, email and text messaging will be utilized.

## How will you make decisions?

Decisions will be made using different techniques depending on the situations. Major project decisions will be made by group member expertise but other smaller decisions will be made by a group consensus.

**What are the expectations for integrity or responsibility with assigned tasks?**

Each group member is responsible for upholding their own integrity and responsibility with their assigned tasks; each group member has agreed to uphold quality while working on group assignments.

**How will you manage conflict or when these expectations are not met?**

Conflict that is personal between team members will be taken care of outside of the group and it will not be tolerated within the group. Conflict about the project will be handled through group discussions and a majority rule. When a member does not meet group expectations the other members of the group will discuss it with them at team meetings and fix the issues.