

Team Purple Code of Conduct

Safety:

1. All team members shall respect lab safety rules, including, but not limited to, wearing safety goggles and closed-toe shoes, and shall respect the judgment of the safety officers.
2. Team members shall operate machines only when in a clear mental state.

Teamwork:

1. All decisions shall be made with the team's best interest in mind and be based on the quality and feasibility of the idea.
2. Team members shall respect and appreciate skill sets, abilities and opinions of others by offering constructive feedback and guidance in a non-patronizing and friendly manner.
3. Two team members per week shall bring a snack to the team outside of lab to share with their teammates according to a schedule set by the system integrator.
4. Team members shall be respectful of other members' ideas and property.
5. All criticism and opinion will be presented in a constructive manner providing reason and fact, not just opinion. Team members will attempt to learn and grow from criticism.

Budget:

1. The team shall respect and adhere to the 2.009 budget code of conduct.
 - a. <http://web.mit.edu/2.009/www/teammanual/ethics.html>

Communication:

2. Team members shall respond in a timely manner to emails, especially adhering to response deadlines stated in the email.
3. Team members shall inform the team when they are unable to attend team meetings at least 12 hours in advance.
4. In meetings, team members shall be respectful towards each other and not be distracted.

Professional Integrity:

1. Team members shall be respectful towards other teams and other teams' materials and tools.
2. Team members shall obey the MIT Academic Integrity policies.
3. Team members will properly document all sources of information, including the Internet, survey, and personal interviews. The Information Officers will verify these sources and remind people to keep thorough documentation.

Consumer Relations:

1. Team members will treat all clients and client ideas with respect, regardless of the member's personal opinion.
2. Team members will remember at all times that the goal of the product is to improve consumer lives. Team members will not sacrifice quality of product or its ability to help people for quick or inexpensive fixes.
3. Team members will respect customers' privacy when interviewing and presenting survey/interview results.
4. Team members will strive to keep product price low in order to help more consumers.

Documentation:

1. Team members shall post research results to the wiki.
2. The wiki shall be kept well-organized by the Wiki Masters. The Wiki Masters should rearrange the files and folders weekly to maintain order.

Spirit:

1. Team members shall keep a positive purple spirit while working.
2. Team members shall support each other to make 2.009 the best experience it can be.
3. Team members shall all strive to make a quality product, address consumer needs, and learn about the design process throughout the semester AKA make Team Purple the best!