Yellow Team 2012
Code of Ethics

The Yellow Team pledges to uphold and enhance the standards of the 2.009 class as well as functional design group, by agreeing that each member has a responsibility to:

1. Treat one another with utmost respect and consideration,
2. Contribute and participate to the best of their ability, and
3. Display a strong commitment to a productive 2.009 project and successful team experience.

1.   Team members should be on time to meetings unless prior notification is given. If circumstances prevent a timely arrival, the team member should notify the system integrators or meeting coordinator as quickly as possible and estimate his or her time of arrival. The team member must make his or her best effort to arrive as early as possible.

2.   Always respect whoever is speaking during meetings. No more than one person speaks at one time unless otherwise indicated by the meeting coordinator.

3.   Members will complete their tasks to the best of their abilities and deliver them on time. If more time is needed, members must notify the team and actively seek help.

4.   If in doubt, ask for help immediately without delay from fellow team members, section professors, writing instructors, teaching assistants, product contacts, or Professor Wallace.

5.   Do not falsify or cover-up work. Each component is critical to overall success. Each team member must present his or her work honestly to the best of his or her knowledge.

6.   Offer help whenever possible and provide help if asked to.

7.   Be constructive, not dismissive. If criticizing something, offer an alternative and avoid personal comments and attacks. Be willing to receive criticisms and remain open-minded to different methods.

8.   Be responsible with the team's funds. Team members must keep receipts detailing all transactions; if they do not, they will lose privileges to use the procurement card and will not get reimbursed for their purchase. Notify the financial officer when making large purchases. Be aware of available funds. Use funds only on relevant and appropriate things that contribute to the advancement of the project.