Team Orange Code of Ethics

The 2.009 Orange Team shall abide by the following:

Honesty
Speak the truth, the whole truth, and nothing but the truth. **We will:**

- Present legitimately obtained data, and describe our methods.
- Refrain from hiding significant issues from the rest of team that would greatly impact the project.
- Cite our sources.
- Do ask, do tell.

Safety & Health
Being well is always our top priority. **We will:**

- Use tools appropriately
- Never machine alone or on no sleep
- Wear our damn safety glasses
- Refrain from putting anyone in danger during user testing

Transparency
Our design process will be documented and made available for all of Orange Team. **We will:**

- Provide data to validate key assertions
- Take & post minutes for all meetings (of any size)
- Thoughtfully consider all criticism and feedback (both internal and external)
- Voice our concerns as early as possible.

Organization
Team Orange is a "single-headed snake." **We will:**

- Hold the officers accountable for performing the tasks outlined in their job descriptions in the 2.009 Team Manual.
- Participate in a manner that is focused and on topic to make the most of everyone's time.
- Read the course website to understand what is required for project deliverables.
- Ask team leaders for clarification if assignments or decisions are unclear.

Promptness & Punctuality
Our team will use our time effectively. **We will:**

- Ask for help with a task before missing a deadline.
- Be transparent about your availability and let the team know if you're overloaded
- Check our email frequently, and respond to it quickly: especially during crunch times.
- If you can't make a meeting, let the team know as soon as you know.

Money
We will spend our budget in accordance with 2.009 course policies. **We will:**

- Create a budget for each design phase.
- CC Financial officer, SI, and lab instructor when purchasing an item
- When in doubt, ask for permission before purchasing.

Teamwork
Our team will work effectively with each other. **We will:**

- Be flexible, and willing to work where your skill set is needed most.

- Determine the "big picture" as a team
- Keep the big picture in mind, and not marry our own ideas.
- Offer constructive advice to other team members when appropriate.
- Maintain a respectful attitude toward other team members and other teams.

Decision Making
Decisions made by the team will be informed and well-reasoned. **We will:**

- Hold meetings to discuss all decisions that impact the project or team.
- Seek input from all team members.
- Strive to have data and information to be presented at the meeting so that all decisions will be informed.
- Recognize that we will not always agree on every decision made, but that we will respect our teammates and the decision of the collective group.

Have (Too Much) Fun
Team members will maintain some semblance of a life. **We will:**

- Hold team bonding sessions following ALL milestones.
- Not limit team bonding to milestone dates.
- Help make lab times enjoyable for all team members