

## Group Project Code of Conduct

Due Date: Thursday October 13

**Recommended Length:** 1 page

As you begin work on your group project, you should develop a group code of conduct. The code defines your group's guiding principles, standards of behavior, and accountability measures. If you have not previously written a code of conduct, below are suggestions about structure and content. Feel free to use, adapt, or apply a different approach. The only real requirement is that the code works well for your group.

(1) Lead with your group's statement of purpose, which should include both the goal of your project and the manner in which you will achieve that goal. The latter might include creating and maintaining an environment where all group members are welcomed and treated with equity and respect.

(2) State your group's values clearly and simply. [Address negative statements, such as anti-harassment policy, in separate statement(s).] Values may include: work ethics, commitment and responsibility, diversity and inclusion, ethical treatment of all group members, or other values.

(3) Define standards of behavior for group members. Standards may include:

- Trust and confidentiality
- Respectful, effective, and open communication
- Preferred modes of working together
- Equitable allocation and sharing of group tasks
- Active participation during group meetings
- Following through on commitments
- Sharing issues instead of ignoring or burying them
- Making group decisions by consensus

(4) Specify a process for reporting concerns, before they escalate to complaints. Include prohibition against retaliation. Reporting for minor violations should be internal to the group. Repeated or serious violations may need to be reported to the instructor.

(5) Establish a process for addressing behavior violations in ways that support your group's purpose and maintain your values. As with reporting, accountability measures for minor issues should begin with gentle informal feedback within the group. Stronger measures should be outlined for repeated violations. If a resolution cannot be reached or if violations are serious, the instructor should be consulted.

(6) Develop an anti-harassment policy. The policy should define explicitly what is not appropriate, state an incident reporting protocol, and outline expectations following reporting.

(7) Finally, your group should monitor group compliance with the code of conduct regularly. Monitoring should include level of compliance and, if needed, effectiveness of accountability measures.

Below are links to additional guidelines and Conduct Code examples.

Open Source Guides: <https://opensource.guide/code-of-conduct/>

Vox: [https://code-of-conduct.voxmedia.com/?\\_ga=1.62865454.308680892.1455143920](https://code-of-conduct.voxmedia.com/?_ga=1.62865454.308680892.1455143920)

Django: <https://www.djangoproject.com/conduct/>