**Code of Conduct**

**Group 4**

**Communication**

* Any communications will be done via phone, and email.  It is the responsibility of the entire team to inform members of any missed, changed, or corrected information.  Members will be given a minimum 24 hour notice prior to meetings and events. Any missed meetings will result in an appropriate automatic point deduction during group evaluations, unless prior arrangements are made.

**Conflict Resolution**

In the event of conflict, the team will follow a predetermined 3-step process for resolution.

* Step 1: Communicate the points of interest

Most arguments can be settled by first listening to either points of interest.

* Step 2: Group voting

When a conflict of interest arises that cannot be worked out through communication, a two-thirds (2/3) group poll will make the final decision.

* Step 3: Advisor Intervention

If in the event of a resolution not be attained in the conflict resolution process, the faculty advisor will be asked to mediate.

**Decision Making**

* All decisions will be made by the group. In the event of a disagreement the faculty advisor will stand in.
* Tasks will be divided accordingly by the group. It is the responsibility of the group to designate tasks as they see fit to assist in the overall group effort.
* The group shall be able to identify any behaviors that may hinder a high performance from all group members. Group members shall give constructive feedback to reconcile any differences. It is the responsibility of the team to ensure the group dynamics do not negatively impact any friendships.

**Ethics**

* The group shall and will not borrow or misquote any information from the web or otherwise. All information and ideas used in this study will be those of each individual in the group, unless provided by the sponsor (Eglin AFB, Dr. Janet Wolfson).  As a reference the group will refer to the FAMU-FSU College of Engineering academic honor code and the engineering code of ethics.

**Statement of Understanding**

By signing below, you acknowledge that you have read and understand the above information regarding the Group 4 Code of Conduct.

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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_                                      Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

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