**Code of Conduct**

**One Box Gunnery Trainer**

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**Group 10**

**Anthony Muller**

**Gerald Tyberghein**

**Joshua Wood**

**Faculty Advisor**

**Dr. Patrick Hollis**

**Submitted : 9/9/2010**

**Statement**

The goal of this design project is to work together, as a team, to design the best possible product for our sponsor, Lockheed Martin. Our team will focus on treating all ideas equally and selecting the best choice for each component of the project. Timing will be treated with priority in order to give each idea enough thought without the feeling of being rushed. In order to complete the project on time, our team will maintain time management and respect team dynamics.

**General Rules**

* All members must attend every scheduled meeting.
* Any issues between group members must be handled professionally and end in a mutual agreement.
* Group members must participate in equal amounts of work, unless a unanimous decision is made to allow a member to be excused.
* No one single member will take it upon himself to work on the project without notification and advice from other members.
* Group meetings will be held bi-weekly to discuss project at an agreed location.
* Sponsor meetings will most likely occur twice a semester, while regular communication will occur weekly.
* Meetings with advisor will be held as frequently as needed and according to the advisor’s schedule.

**Communication**

The primary communication means of our team will be through email, with phone as a secondary means. Scheduling will be done through email, as well as the sharing of project deliverables and materials. Once a meeting is scheduled, if not notified through email or phone, the member is expected to attend.

**Project Sponsor**

The sponsor will be an employee from Lockheed Martin, Jeffrey Payne. All final design ideas will be approved by him in accordance to the sponsor’s specifications.

**Member Expectations**

All members are expected to be present at each team meeting with input on the scheduled deliverable. Members will be courteous when others are proposing ideas, and sincere when proposing their own. Members are expected to keep in contact with each other in the event that someone is out of town or too busy to make a meeting. A scheduled absence should be made at least 24 hours in advance, with the exception of approved emergencies.

**Task Assignments**

Tasks will be completed as a group. If necessary, the tasks will be split into a group, with personal preference being considered. Once the task is divided, it will be combined and agreed upon consensus to be submitted.

**Team Roles**

Anthony Muller – Team Leader, Liaison

Gerald Tyberghein – Team Organizer, Task Manager

Joshua Wood – Virtual modeler, Treasurer

**We, as a team, agree to the terms listed in this code of conduct.**

Anthony Muller \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gerald Tyberghein \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Joshua Wood \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_