Red Team Code-of-Values

Work Habits: Team members shall work proactively, efficiently, and safely.
- Team members shall be proactive. If there are known future conflicts or times a member will be out of town, he or she should let others know.
- Team members shall be respectful of teammates’ time. It is expected that members will arrive on time and not get distracted by other things during meetings.
- Team members shall be responsive, check Slack frequently, and have notifications on.
- All team interactions (team meetings and user interviews) will be documented by a chosen team member during the meeting for future reference.

Teamwork: The team will be supportive and always work towards the advancement of team goals.
- Team members shall read lab outlines and proposed agendas before lab and be prepared for lab activities.
- Team members shall be open to hearing and evaluating the ideas of others.
- Team members shall put the team above personal biases and accept the team’s decision once it has been made.
- Everyone shall have fun and make 2.009 enjoyable for all.

Decision Making: The team shall make educated decisions to the best of our abilities using information, research, and data available.
- The team shall have a transparent decision-making process; the criteria of each vote shall be clear to all team members.
- All team members shall have an opportunity to give input before decisions are made.
- The team shall decide what decision-making process is most useful for each phase.
- Decision making processes shall be well documented in Google Drive.
- Decisions shall be based on facts, not assertions. If assertions are made, other team members shall ask for further explanation of the assertion using facts.

Communication: The team will communicate honestly and promptly.
- Individuals shall be honest about their availability and abilities related to the project. Members shall not take on more than they can knowingly handle.
- All team members shall always be given the opportunity to speak up and have their voices heard.
- Team members shall be respectful when disagreeing with others. They shall allow other team members to finish their point before offering their own opinion.
- Team members shall be receptive to constructive feedback and understand that feedback is meant to improve performance.
- Team members shall be proactive with resolving conflicts. Members are encouraged to talk to Yodas or relevant team members sooner rather than later to avoid letting issues fester.

Budget: The team will spend money appropriately.
- The team will use project funds reasonably and in line with the 2.009 rules.
- Team members shall make sure the team is aware of and on board with large or unusual purchases.
- Team members shall keep financial officers updated on all purchases.

Behavior: The team will always act with integrity and be honest with ourselves, each other, and external stakeholders, including but not limited to 2.009 staff, users, interviewees, and product testers.
- Team members shall respect the lab space and keep it clean.
- Team members shall make good use of mentors and class instructors who are there to offer their expertise.
- The team shall always report the full truth. Team members shall not ignore information that does not support the team’s current position.
- Team members shall be kind and treat other team members, as well as staff members and anyone else interacting with the team, with respect.

Team Members: *This code-of-values is agreed upon by all of the team members.*
Ben Bennington, Caroline Jordan, Fiona Mckellar, Gabe Li, Kevin Zheng, Marwa AlAlawi, Neel Das, Sam Ihns, Val Hunter, Devon Goetz, Hector Castillo, Jason Ai, Kiera Gavin, Lucy Milde, Raymond Tse, Serena Le, Valerie Muldoon