GROUP CONTRACT –

Your Requirements:
As a group present a contract that is signed by all members and includes at least these items;

1. Names of all members (signed and typed)
2. Group constitution
3. Absence Policy (Included penalty if not upheld by each member)
4. Group work ethic (see examples under policy and leadership for ideas)
5. Firing polices (what and how must be listed)

See example below for a reference

SAMPLE

This will serve as a template for each PBL Group to draft a contract holding all individuals responsible for their part of the group score.

Members:

Name of students in PBL Group

Task List:

Everyone will be responsible for ……can be a bullet list.

Group Constitution

Forward: This contract is a binding legal document and governs the group until the assigned project deadline. If the group separates, or a member is fired, the basic contract laws remain intact for both parties. However, being fired may cause work responsibilities to shift.

Article I: Absence Policy

a. If a group member will be absent on a day in which work is due, they must tell another group member a day in advance and have all work that they are responsible for turned in. All group members must stick to the provided agenda to have the assignments completed on time. If there will be an unexpected absence, the group member is to complete the work from home and email another group member to let them know they are gone for the day.

b. Group members will contact one another if they are absent for any amount of period during the time allotted for working on the projects.

Article II: Work Policy

a. Each group member will work to the best of their ability, making sure to complete the work is up to standards, and that they completed it with punctuality.

b. If a group member commits plagiarism, they are solely responsible and incur the punishment on their own.

Article III: Leadership

a. At the beginning of the project, a leader will be voted upon democratically. If a group member is absent at the time of voting, they waive their right to participate in voting. The person who wins the most votes becomes the leader. If there is an unclear outcome (same number of votes for different people), the group will have no leader until one can be chosen by a revote.

b. By being elected leader, the person must perform the following duties:

1. Organize group meetings.
2. Create and enforce a group agenda to govern group progress.
3. Organize any out of school project efforts.
4. Provide communication between group members in order to help individuals work towards the project goal.

If they fail to perform these duties, or another person is also carrying them out, a revote may be taken to determine whether to obtain a new leader.

Article IV: Work Ethics

a. If a group member does not complete work they were assigned, the punishment for the infringement will be of detriment solely to the group member at fault. No negative grading shall be given to any other group members.

Article V: Member Dismissal

a. The following conducts will result in a group member being able to be dismissed;
   i. Incomplete or missing group work.
   ii. Plagiarism or any form of cheating.
   iii. If group member decides to leave under his or her own will.

b. Any group member leaving under their own will be able to submit all their own work, while the other group members may not. Any group member fired for breaking any of the conducts under Article V-a (i-iii). will have their work taken from their possession to be used at the discretion of the original group, but not for the individual being fired. In addition, any fired member may not use any work completed by other group members, subject to punishment under Article 2-c.

c. If a group member leaves under the stipulation of Article V-a (iv), they retain all the work they have already provided for the group. The original group cannot use this work or it is subject to punishment under Article 2-c.

Article VI: Signature
By signing this contract the following group members abide to the articles above. If any member fails to abide by the articles of this contract, they may be fired from the group given at least a 50% vote in favor of firing the individual.