

**Group Number:** \_\_\_\_\_

Research has repeatedly demonstrated that base groups (teams) are an effective aid to learning, but to work best, they require that all group members clearly understand their responsibilities to one another. We have found that teams function best when all members contribute to, clearly understand, and adhere to a few basic ground rules established by the group. This contract serves to make these rules and expectations clear to everyone. We have provided the first 3 for you, but your group should adopt additional ground rules you believe necessary. In particular, focus some of your discussion on how you intend to maintain communication throughout the semester. Your signature on this contract signifies your commitment to adhere to these rules and expectations.

**All group members agree to:**

1. Come to class and team meetings on time *and* prepared with required assignments completed;
2. Respect the contributions and personal opinions of team members and classmates; and,
3. Conduct him or herself in a professional manner while in class and during out of class team meetings.

**Additional ground rules, including agreement for method of communication:**

**Consequences of failure to comply:** If one or more members of the base group repeatedly fails to meet these ground rules, other members of the group are expected to take the following actions:

**Step 1:** (fill in this step with your group. What will be your **team's** first course of action to resolve the conflict?)

**Step 2:** If not resolved, one or more members bring this issue to the attention of the Instructor.

**Step 3:** If not resolved, the team will meet together with the Instructor.

The Instructor reserves the right to make a final decision to resolve difficulties that arise within groups. Before this becomes necessary, the team should try to find a fair and equitable solution to the problem.

**Group Members Signatures:**

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

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