# **Cooperation report**

 Name and logo: Helios



- Communication and function in the following situations:
  - The communication mechanism for the scheduled meetings will be mostly Facebook and maybe by phone (texts, calling). If someone from the team is absent for a scheduled meeting, or something else involving the entire group, he will also communicate this by Facebook or phone to at least one person of the group. The file management of our team will be done with Dropbox, a link to the coach will be sent in the near future. Communication with the coach will be done by e-mail or face-to-face at his module at Group T.
- The responsibilities will be as followed:
  Our team-leader will be Jonas De Broyer. The file-administrator will be Bram Cludts. The
  president and secretary of the meetings will be determined when a meeting takes place and
  will change every time.
- These are the names, phone numbers and e-mail addresses of the team:

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This document is electronically signed by:

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