

# **TEAM CHARTER**

## **SMART PARKING SYSTEM**

### **Presented to**

**TS. DR KASTURI KANCHYMALAY**

### **Prepared by**

MOHD HAFIZ SUHAIZAL BIN ISMAIL	(B032110132)
AUNI AFEEQAH BINTI SAIMI	(B032110274)
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October 12, 2023

## **Team Charter**

### **Team Name:**

**NAAH Solutions**

### **Team Members:**

HAFIZ SUHAIZAL	010-226-8853	b032110132@student.utem.edu.my
AUNI AFEEQAH	018-201-5404	b032110274@student.utem.edu.my
ANIS SABRINA	013-314-3722	b032110341@student.utem.edu.my
NG WEI HEN	017-586-7363	b032110201@student.utem.edu.my

### **Agreed Upon Meeting Times:**

We have agreed to meet as a team on the following days:

Monday	10a.m-12:30 p.m.	Laman Hikmah Library
Friday	2:30 p.m-4:30 p.m.	Laman Hikmah Library

Since we consist of four members, we feel more confident to be able to finish this project before or on time. We decided to meet in Laman Hikmah in the Library because it is a suitable place for us to meet up considering one of us stayed on the campus while three of us stayed outside. However, we will also use WhatsApp to communicate if we cannot meet at the library. We have also agreed to use the features in Telegram to share bigger files. Additionally, we will use Google Docs and Office 365 to do work at the same time.

### **List of Team Rules and Expectations:**

1. We expect all team members to show up for all assigned meetings on time.
2. We expect all team members to give full commitment to this project by doing their part given.
3. We expect all team members to address the conflict as soon as possible.
4. We expect all team members to brainstorm their ideas and express their opinion on this project's system.

### *Code of Ethics*

As a responsible and educated individual, I recognize my duty to uphold the highest standards of ethical conduct in all aspects of my academic and professional life.

To ensure that I consistently demonstrate integrity, respect, professionalism, and honesty, I hereby commit to the following principles:

#### HONESTY

- a) I will always be truthful and forthright in my actions and communications.
- b) I will uphold and maintain the College's policies on cheating and plagiarism and make this practice a part of my life.
- c) I will not engage in deception, fraud, or any form of dishonesty.
- d) I will strive to maintain the trust and confidence of those who rely on me.

#### RESPECT

- a) I will strive to promote teamwork, sensitivity towards others, and a sense of tolerance for all individuals and their opinions no matter how different from mine.
- b) I will respect my work and that of others and constantly strive to improve.
- c) I will treat all individuals with respect and dignity, regardless of their background, beliefs, or status.
- d) I will value diversity, practice inclusivity, and foster an environment that promotes mutual respect.

#### INTEGRITY

- a) Under no circumstances will I compromise my reputation and the reputation of my university by involving myself in unethical practices
- b) I will strive to be competent and effective in all my dealings despite distractions and changing circumstances

#### PROFESSIONALISM

- a) I will abide by and maintain the same high standards to which I hold others
- b) I will avoid stereotyping by race, religion, age, etc when dealing with others both in the classroom and beyond.
- c) I will always be looking at things about project objectively.

Signatures:

*Hafiz Suhaizal*

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HAFIZ SUHAIZAL

*Edgar Ng*

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NG WEI HEN

*Anis Sabrina*

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ANIS SABRINA

*Auni Afeeqah*

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AUNI AFEEQAH