CONTRACT: Group Coursework Agreement

Module Name: Web Design and Development
Module Code: 4COSC011W
Group Number: G12 - I

This agreement establishes the responsibilities of each team member, outlines expectations for collaboration, and provides a system for evaluating contributions. By signing this document, all members agree to actively participate, contribute fairly, and adhere to the group's guidelines for successful completion of the coursework.

Group Responsibilities

1. **Group Meetings**

   o Schedule and hold a minimum of **five meetings** throughout the project (e.g., one per week).

   o Use meetings to update progress, allocate tasks, and address challenges.

2. **Meeting Records**

   o Maintain a record for each meeting, including:

      ▪ **Date/Time and Method**: Specify whether the meeting was in person, online, or hybrid.

      ▪ **Purpose**: Define the objective of the meeting.

      ▪ **Attendance**: List members present.

      ▪ **Individual Contributions**: Document what each member contributed during the meeting.

3. **Reporting Non-Contribution**

   o Notify the **seminar tutor** of any instances of non-attendance or lack of contribution.

   o The seminar tutor may impose penalties if a member fails to meet their responsibilities.

Roles and Responsibilities

Complete in the following table the teams members information next to the role they have been assigned to complete:

Assigned To	Task	Student Name	Student ID
[Student 1]	Splash Screen	Dulina Senadeera	20231254
[Student 1]	Volunteer		
[Student 2]	Home Page + Template + Nav	Ammaar Aslam	20232527
[Student 2]	Table		
[Student 3]	Feedback	Isiri Gangamini Jayaneththi	20240577
[Student 3]	Team		
[Student 4]	User Profile	Senodh Anavaratne	20231661
[Student 4]	Sitemap		

Agreement Terms

1. **Responsibilities**: Each member agrees to complete their assigned tasks to the best of their ability and in a timely manner.

2. **Communication**: The group will maintain regular communication to provide updates and address any issues.

3. **Fair Workload**: All members are expected to contribute equitably to group tasks assigned to "All Students."

4. **Conflict Resolution**: Any disputes or concerns will be addressed collaboratively within the group. If unresolved, the module leader will mediate.

5. **Submission**: All tasks must be submitted on time and meet the agreed quality standards.

Contribution Evaluation

Each team member must rate the contributions of every other team member, including themselves, using the following scale:

5 = Excellent: Exceeded expectations.

4 = Good: Met expectations.

3 = Average: Contributed adequately but could have done more.

2 = Poor: Contributed minimally to the project.

1 = Very Poor: Made little to no contribution.

Complete the table below, rating each group member (including yourself):

Name	Self Rating	Rating for [Student 1]	Rating for [Student 2]	Rating for [Student 3]	Rating for [Student 4]
[Student 1]	4	4	4	4	4
[Student 2]	4	4	4	4	4
[Student 3]	4	5	5	5	5
[Student 4]	4	4	4	4	4

Sign the Group Coursework Agreement

Sign by typing your name under signature. By signing below, you confirm that:

- You have read and agree to the terms of this contract.
- You have provided fair and accurate ratings based on contributions.

Name	Signature	Date
[Student 1]	*Dulina Senadeera*	**8/3/2025**
[Student 2]	Ammaar Aslam	**08-03-2025**
[Student 3]	Isiri Jayaneththi	**8/3/2025**
[Student 4]	Senodh Anavaratne	**8/03/2025**