

Individual Contributions to the Group Project

Group: 1

Teammate	Contributions to Team	Commendations	Percentage of Contribution
Eu Jin Yang	Project leadership & coordination Full-stack development Research & documentation Team collaboration & support	Eu Jin Yang provided exceptional project leadership and full-stack development. He seamlessly coordinated our tasks and built robust features for both the front-end and back-end. – Teoh Yi Shan Eu Jin Yang showed excellent leadership and strong full-stack development skills. He coordinated the team effectively and contributed significantly to both technical work and documentation. – Yong Ken Eu Jin Yang helped us by providing clear direction and effective project leadership, fostering a cohesive team environment. He also established a strong and well-defined project foundation through precise scoping and research. – Ng Kean Chun	25

Yong Ken	<p>UML & Technical Modelling</p> <p>System Architecture & Documentation</p> <p>Gantt Chart Development Lead</p> <p>Collaboration & Quality Assurance</p>	<p>Yong Ken did a spectacular job on developing Gantt Chart. He would ask for our help and keep on track of our progress to update inside the Gantt Chart. – Eu Jin Yang</p> <p>Yong Ken did a tremendous job on UML modeling. He created incredibly clear and detailed diagrams that served as the essential blueprint for our entire development process. – Teoh Yi Shan</p> <p>Yong Ken did well for creating a coherent and well-thought-out system design and architecture diagram, which effectively guided technical development. – Ng Kean Chun</p>	25
Teoh Yi Shan	<p>Client Communication Lead & Meeting Minutes</p> <p>Report Development: Resources & Outcomes</p> <p>Social Impact & Sustainability Analysis (LSEP)</p> <p>Project Documentation & Administrative Support</p>	<p>Teoh Yi Shan handled client communication professionally and maintained clear meeting minutes. He contributed well-written report sections and supported the team's documentation tasks. – Yong Ken</p> <p>Teoh Yi Shan clearly articulated the project's vision, demonstrating a strong understanding of its broader impact and value. – Ng Kean Chun</p>	25

		<p>Teoh Yi Shan's adept use of Android devices was a valuable asset to the team. He readily provided his phone for us to test our system. He plays a crucial role in ensuring we can efficiently debug and deliver a fully functional product. This seemingly simple gesture was of great significance. – Eu Jin Yang</p>	
Ng Kean Chun	<p>Developed the Image Capture and OCR module</p> <p>Specified implementation plan</p> <p>Designed application logo</p>	<p>Ng Kean Chun single-handedly developed the core Image Capture and OCR module from the ground up and designed the application's logo and created a detailed execution plan. – Teoh Yi Shan</p> <p>Ng Kean Chun developed the image capture and OCR module, contributed to the implementation plan, and designed the app logo, adding both functional and visual value to the project. – Yong Ken</p> <p>It was a pleasure to work with Ng Kean Chun. He was always proactive, provided tremendous support, and reliably completed every task on time that I assigned him to. His significant contributions to building the OCR system were the</p>	25

	cornerstone of our project's success. – Eu Jin Yang	
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All group members agree to acknowledge the above contributions. (Yes/No)

*We understand that if we answered No to the above, we will be called for a viva with the Module Leader to mediate the dispute.

Signatures

Eu Jin Yang	
Yong Ken	
Teoh Yi Shan	
Ng Kean Chun	

Name: Eu Jin Yang

1. State Your Role

Team Leader & Full-Stack Developer

2. List Your Key Tasks

- Coordinated and hosted regular team meetings
- Assigned and delegated tasks based on group member's strengths to optimize workflow
- Conduct in-depth research and collaborate with members to gather essential project data
- Design the application's user interface (UI)
- Developed critical backend functions
- Co-wrote project documentation
- Co-created presentation slides

3. Explain Your Impact

- Enhanced Team Organization & Momentum
 - Implementing a structured progress tracking system with clear due dates which kept the team on schedule and focused
- Improved System Quality
 - Led prototype simulation sessions with the team to identify and resolve issues
- Elevated Presentation Standards
 - Oversaw the consolidation of teamwork into a cohesive and high-quality final presentation

4. Mention Collaboration Efforts

- Fostered a collaborative environment by facilitating discussions on progress and future goals in every meeting
- Proactively gathered feedback from all members to inform decisions and ensure member's views were considered
- Provided consistent support to members on both technical challenges such as coding issues and content-related tasks such as research and documentation to ensure no one was blocked and left out

Name: Ng Kean Chun

1. State Your Role

I served as a project analyst and programmer for this project. My responsibilities spanned from defining the project's foundation to developing a key technical component in our application.

2. List Your Key Tasks

The main tasks I completed include:

- Specified the background, problem statement, and objectives for the project proposal.
- Developed and presented an implementation plan to guide us.
- Designed and created the application logo to establish a visual identity for our system.
- Developed the Image Capture and OCR (Optical Character Recognition) module for our application.
- Specified the Legal Compliance and ethical guidelines.

3. Explain Your Impact

My work was important for our project for the following reasons:

- By defining the background and problem statement, I provided a clear and justified purpose for the project, ensuring all team efforts were aligned toward solving a real-world problem.
- The objectives and implementation plans created helped to keep the team focused and on track for what we need to do for our project.
- Designing the logo gave our application a professional and recognizable brand identity from the outset.
- Developing the OCR module is a core technological innovation for our system. It automates data entry by scanning student cards, which significantly enhances user convenience and lays the critical groundwork for the profile feature to be developed in the next semester.

4. Mention Collaboration Efforts

- I actively participated in all meetings with my team to discuss the project's direction and integrate my components with other's work.
- I worked with the backend and UI developers to ensure the OCR module could be properly integrated into the application's architecture.
- I am actively engaged with my team to sought and provide feedback on further improvements, design choices and technical approaches.

Name: Teoh Yi Shan

1. State Your Role

I served in a dual primary capacity as the Client Communication Lead and the Meeting Secretary. I was also a key contributor to report development and project analysis.

2. List Your Key Tasks

- Client Communication Lead
 - Acted as the primary point of contact for client communications.
- Meeting Minutes
 - Recorded and organized meeting minutes for all internal and client meetings, ensuring clarity on decisions and action items.
- Report Development
 - Contributed significantly to the project report, specifically authoring the sections on Resources & Outcomes and Social Impact & Sustainability Analysis (LSEP).
- System Testing
 - Provided with a personal mobile phone for the development team to test the system's functionality and compatibility on a real device.

3. Explain Your Impact

- Ensured clear communication
- Maintained project organization
- Strengthened project reporting
- Facilitated practical testing

4. Mention Collaboration Efforts

- Actively attended and contributed to all scheduled team meetings.
- Shared drafted report sections with teammates for feedback and integrated their suggestions to improve content quality.
- Coordinated closely with the technical team to understand system features for accurate documentation and client updates.
- Supported team members by taking on documentation tasks, allowing them to focus on their core development and research responsibilities.

Name: Yong Ken

1. State Your Role

I served as the System Design & Planning Lead, focusing on developing the project's technical structure, architectural documentation, modeling diagrams, and timeline planning. My role helped guide the technical direction of the project and ensured all components were aligned with the overall system vision.

2. List Your Key Tasks

- Created multiple UML diagrams, such as the use-case diagram and sequence diagram.
- Led the development of the project Gantt chart, organizing sprint timelines, ensuring that we have enough time to finish our project in time.
- Contributed to the system design documentation, ensuring clarity, accuracy, and consistency across all sections.

3. Explain Your Impact

- My system design work provided the team with a clear and structured blueprint, ensuring every member understood the technical flow and requirements of the project.
- The Gantt chart planning ensured the group's work was well-organized, realistic, and evenly distributed, reducing confusion about deadlines and responsibilities.

4. Mention Collaboration Efforts

- Coordinated closely with group members to ensure that our designs are in good conditions, as well as keeping in with the deadlines.
- Shared updates on my design progress and clarified technical requirements when needed.
- Maintained a positive environment by gaining feedback and fixing necessary stuff.