

School of Computing and Information Systems
The University of Melbourne
COMP20008, Elements of Data Processing, Semester 1, 2025

Assignment 2 - Group Contract

Group Name: W08G4

Workshop: Monday 10am

Tutor: Hasti Samadi

Group Members:

- Jonathan Bian - jonathanbian@student.unimelb.edu.au
- Sandiv Dathunarachchi - sdathunarach@student.unimelb.edu.au
- Tianhao (Toby) Tang - tianhaot1@student.unimelb.edu.au
- Qinyi (Evanz) ZHENG - qinyi.zheng.1@student.unimelb.edu.au

Research Question:

{Briefly describe the scope and goals of your data analysis. Outline the problem statement or objective you aim to address and the methods you plan to use for analysis.}

Question: Which combination of driver, vehicle, and environmental factors most significantly influences road accident severity in Victoria, and how accurately can we predict whether an accident will result in a serious injury or fatality?

Project Overview:

Outline the methods and strategies you are going to use to complete the assignment.

Roles and Responsibilities:

Specify the roles each group member will undertake throughout the project. Define the tasks, responsibilities, and contributions expected from each member. Ensure that roles are distributed fairly and leverage each member's strengths.

Member Name	Role and Responsibilities
Jonathan	[Description of Student 1's Role and Responsibilities]
Sandiv	Merging datasets as needed and, Data cleaning and preprocessing
Toby	[Description of Student 3's Role and Responsibilities]
Evanz	[Description of Student 4's Role and Responsibilities]

Communication Plan:

Establish a communication strategy to ensure effective collaboration within the group. Specify how and when you will communicate (e.g., regular meetings, communication platforms), and establish guidelines for timely responses.

Meeting Schedule:

1-2 times a week via Zoom preferably on Tuesdays and Saturdays

Decision-Making Process:

Define the process for making decisions within the group. Establish methods for resolving conflicts or disagreements in a constructive manner.

Work Plan and Timeline:

Provide a tentative timeline for key project milestones, including data preparation, analysis, report drafting, and presentation preparation. Allocate time for review and revisions.

Code of Conduct:

Set expectations for professional behaviour, including respect for differing opinions, active participation, and accountability for tasks. Address how to handle underperforming team members.

Disagreements or non-responsiveness:

Set what will happen in the event of disagreements among group members or instances of non-responsiveness from a team member.

A possible process could be as follows:

1. **Communication Attempt:** Initially, the concerned group members will attempt to communicate directly with the individual in question to address the issue and seek resolution.
2. **Mediation:** If direct communication fails to resolve the disagreement or non-responsiveness, the matter will be brought to the attention of the tutor of the workshop for mediation. The tutor will facilitate a discussion to find a mutually acceptable solution.
3. **Escalation:** If the issue remains unresolved after mediation, it will be escalated to the head tutor or subject coordinator for further intervention and resolution.

It is expected that all group members will engage in this process in good faith and with a commitment to resolving conflicts constructively for the benefit of the project and the team as a whole.

Signature:

By signing below, each group member acknowledges their commitment to adhere to the terms outlined in this contract.

Student 1: _____	Date: _____
Student 2: Sandiv Dathunarachchi	Date: 28/04/2025
Student 3: _____	Date: _____
Student 4: _____	Date: _____

This contract is intended to establish clear expectations and promote effective collaboration among group members throughout the duration of the data analytics project. Any amendments to this contract should be discussed and agreed upon by all group members.