# **Task Delivery Form**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Tasks** | | | | | | | | | | | | | | | | | | | | | | |  |
| **Group Members** | **T1** | **T2** | **T3** | **T4** | **T5** | **T6** | **T7** | **T8** | **T9** | **T10** | **T11** | **T12** | **T13** | **T14** | **T15** | **T16** | **T17** | **T18** | **T19** | **T20** | **T21** | **T22** | **T23** | **Signature** |
| **Len Al-Am** | √ | √ | √ |  |  |  |  | √ | √ |  |  | √ | √ | √ | √ | √ |  |  | √ | √ |  |  | √ | ***Leen*** |
| **Nashami Al-Siyabi** |  | √ |  | √ |  |  | √ |  |  |  |  | √ |  |  |  | √ | √ | √ | √ |  |  | √ |  | ***Nashami*** |
| **Wiam Al-balushi** |  | √ | √ |  | √ | √ |  |  |  |  |  |  |  |  |  | √ | √ |  |  |  |  | √ |  | ***Wiam*** |
| **Samah Al-Badawi** |  | √ |  |  |  | √ |  |  |  | √ |  |  |  |  |  | √ | √ |  |  |  |  | √ |  | ***Samah*** |
| **Joudi Jumaa** | √ |  |  |  |  |  |  |  | √ |  | √ |  |  |  |  | √ |  |  |  |  | √ | √ | √ | ***Joudi*** |
| **Status of Completion (%)** | 50% | 100 % | 100 % | 100 % | 100 % | 100 % |  |  | 100 % |  |  | 100 % | 100 % | 100 % | 100 % | 100 % | 100 % |  |  |  |  |  | 100 % |

**List of Tasks:**

1. Home page
2. Registration form
3. Login form
4. Customer page
5. Driver page
6. Admin page
7. Book car
8. Create invoice
9. Sign out
10. View a list of jobs
11. Update a list of jobs
12. Add driver
13. Update driver
14. Delete driver
15. View drivers
16. View customers
17. Update customer
18. View booking details
19. Display all the booking complete per day by each driver
20. Calculate daily turnover
21. Assign booking
22. Change price
23. Add price

Notes:

1. This form should be used by the groups filled all together and signed by all members, as an evidence of agreement
2. The corresponding cell of the grid should be ticked (√ ) to allocate a task to a member.
3. A task can be allocated to more than one member and a member can take multiple tasks, too.
4. Status of completion row can be filled with the % of the work done; (e.g. 100% 🡪 Complete, 0% 🡪 Outstanding, 50% 🡪 Half way etc),
5. The tasks labelled with Tx, should be named in the list below the grid.