

EM Freelance Company

Cairo, Egypt



Agreement to Perform Internet Technologies Services to AOU Students

Date

17-oct-2018

Services Performed For:

Aou Students.
Saudi Arabia, Kuwait , Jordan ,
Oman ,Egypt



This document is an agreement document for all the clients of our company

The document contains all the Terms and Conditions concerning your projects design, implementation and the documentations also submissions and its' deadlines and the company policies towards every single issue that may occur concerning the project and its deliverables.

By signing and/or digitally accepting this Agreement, the Parties are agreeing that they have read and understand the terms and conditions both the 2 parties of the contract have to commit to the rules and if any rule is disrupted the contract is not valid and considered canceled.

If the cancelation was because of our company or issues from the company there's a plenty of 10% payment for the other party plus the down payment.

If the cancelation was because the 2nd party "the student" there's a plenty of 25% from the down payment and the other cash is re transferred to the student plus the transfer fair is included.

Period of Submission and time plan

The Services starts when the deposit of 50% payment is paid.

TMA – A part starts from 17 /OCTOBER/ 20XX depending on the year of the contract.

Concerning 2018-2019 Graduates TMA – A starts 17/OCTOBER/ 2018 Ends at 25/ MAY /2019.

Submission of TMA – A Deadline 29/11/2018 – Submission of Report Part A – 1/12/2018.

Submission of TMA – Presentation deadline according to lms calendar 8/December/2018.

Submission of deliverables is 5 days before each deadline.

Submission of TMA – B 9/ April / 2019.

Submission of Report Part B 30/ April 2019.

Presentation and Defense Starts at 5 / May 2019

Submission of deliverables is 7 days before each deadline.

Working times with respect to submissions and deliveries



- In the normal days "There's no submissions or deliverables" 8 hours a day starts from 10 am to 5 pm.
- Friday is off day.
- Submission days working hours is 12 hours starts from 9 am to 9 pm
- Fridays is not off day.

Scope of Work

Documentation

- TMA – 01 in form of Word file Answering 6 questions with respect to delivered rules of the university.
- Report part A "Chapter 1,2,3 + index + references"
- TMA – 02 in form of Word file Answering 6 questions with respect to delivered rules of the university.
- Report part B "Chapter 4,5,6 + index + references"
- Presentations are not included
- Presentation template will be sent to all students to avoid plagiarism you have to make your own style and your own words in the presentation because you're the one who will perform.
- There will be a video sent to each and every student to explain how to perform in presentations.

Implementation

Websites:

- Php laravel project will be submitted with MySQL database.

Android:

- Android studio project + database "firebase or MySQL database"

Hardware:

Hardware Project including all the brought parts of project + invoices of purchasing.

Shipment of the project is on the student.

Explanation and videos.

Hardware projects includes:

- Video for implementation steps
- Video for software part.
- General Video for TMA and report "For all students".
- Additional Videos is discussed according to the complexity of the project and upon request "if needed".

Websites projects includes:

- Video for website using.
- Video for code explanation.
- General Video for TMA and report "For all students".
- Additional Videos is discussed according to the complexity of the project and upon request "if needed".

Android projects includes:

- Video for application using.
- Video for code explanation.
- General Video for TMA and report "For all students".
- Additional Videos is discussed according to the complexity of the project and upon request "if needed".

Deliverable Deadlines



The duration of implementation is decided and set by the 1st party and set according to the time table of the project and the priority for early participants.

The delivery of total project constrained by paying 75% of the price.

The delivery is one month before the last defense.

Refinements, Additions and changes in the project



Changes and additions to the project is only accepted if not major and within the scope of the project and if the implementation didn't start yet.

If the change is major there will be extra fees "change request" and the addition fee will be decided according to the size of the change and the time needed and the deadline of the submission.

Refinements in the design will be accepted for free if not major.

Client Responsibilities

Making a clear statement and negotiation about the design and the expected output of the project.

If there's no statement the company is only responsible for the functional requirements submitted in TMA-01 & Report.



Making change in the design of the delivered documentation as there will be only one form for making TMAs and Reports.

Making their own presentation according to the template that will be delivered to them.

Fee Schedule

Deposits	Date	Percentage	Delievrables
1 st – Making Request	Date of the request or 1 week later	50%	TMA-01 Report -01 Presentation 01 Template
Start of 2 nd Semester	Start of 2 nd Semester 1 week delay is accepted	25%	TMA-02 Report -02 Presentation 02 Template
The last deposit	Start of April 1 week delay is accepted	25%	Project Implementation Explanation Videos

Payments is transferred using Western Union

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EM Company

AOU Student

By: CEO of EM Corp.
Name: Ahmad Emam Ali

By: _____
Name: _____