

Code of Conduct

This Code of Conduct outlines the principles and expectations for all team members to adopt a productive, respectful, and collaborative working environment throughout the project.

1. Respect and Inclusivity

- Treat all team members with respect and value their contributions.
- Avoid discrimination, harassment, or offensive behaviour, ensuring an inclusive environment for everyone.
- Communicate openly and listen to others' ideas without judgment.

2. Accountability

- Take ownership of your assigned tasks and deliver them within the agreed timelines.
- Inform the team immediately if you encounter any issues or delays.
- Commit to active participation in meetings, discussions, and decision-making processes.

3. Collaboration

- Work collaboratively and support one another in achieving the project goals.
- Share knowledge and skills to help the team grow collectively.
- Resolve conflicts constructively and focus on solutions rather than blame.

4. Quality and Ethics

- Adhere to ethical standards in writing, coding, and testing to ensure quality deliverables.
- Ensure that all contributions are original and free from plagiarism.
- Maintain the security and privacy of any data used in the project.

5. Communication

- Be clear, concise, and professional in all forms of communication.
- Use agreed communication channels (e.g., email, WhatsApp) for team discussions.
- Attend scheduled meetings and be prepared to provide updates on your work.

6. Commitment

- Follow the project timeline, respecting deadlines and milestones.

- Contribute actively during sprints and complete assigned tasks with dedication.

7. Conflict Resolution

- Address disagreements respectfully and directly with the involved parties.
- Seek assistance from the team or lecturer if conflicts cannot be resolved internally.

Agreement

By participating in this project, all team members agree to abide by this Code of Conduct and contribute positively to the team's success.

Team Member Names:

1. Sumana Asgar
2. Aneeta Olorode
3. Maahia Rahman
4. Shaiza Sultana

Date: 29/01/2025