CONTRACT: Group Coursework Agreement

Module Name: Web Design and Development
Module Code: 4COSC011W
Group Number: G13 Sub Group G

This agreement establishes the responsibilities of each team member, outlines expectations for collaboration, and provides a system for evaluating contributions. By signing this document, all members agree to actively participate, contribute fairly, and adhere to the group's guidelines for successful completion of the coursework.

Group Responsibilities

1. **Group Meetings**

Meeting 1 –Our very first meeting took place via Zoom on the 18th of February. The purpose of this meeting was to allocate tasks to each member of the group. Everyone was present, and we discussed the individual responsibilities that would help move the project forward.

Meeting 2 –The second meeting occurred on Google Meet on the 28th of February. This session was dedicated to discussing the styling of our website using CSS. All group members were present, and we focused on how to design the interface to ensure it was user-friendly and visually appealing.

Meeting 3 –Zoom On the 2nd of March, we met on Zoom to address some technical issues that had come up. We resolved a few challenges that were hindering our progress, ensuring that we could move forward smoothly with the project. All group members attended, and we managed to find solutions for the technical setbacks.

Meeting 4 – 7th March 2025: Our fourth meeting took place on Google Meet on the 7th of March. This meeting was focused on reviewing the progress of the website so far. We discussed what had been completed, what needed more work, and what could be improved. As with the previous meetings, everyone was present and engaged in the discussion.

Meeting 5 –The fifth meeting, held on Zoom on the 9th of March, was a session for final adjustments. We made sure that all elements of the website were working as planned and discussed any last-minute tweaks that needed to be made before we wrap up the project.

Meeting 6 – 10th March 2025: Zoom The sixth meeting, held on JAVA Building Cafeteria. The purpose of this meeting was to finalize everything for the project. We reviewed the completed

tasks, ensured that all aspects of the project were in order, and made any last-minute adjustments and submitted our part.

2. **Meeting Records**

Meeting No.	Date	Method	Purpose	Attendance
1	18/02/2025	Zoom	Task Allocation	All Present
2	28/02/2025	Google Meet	CSS Discussion	All Present
3	02/03/2025	Zoom	Issue Resolution	All Present
4	07/03/2025	Google Meet	Website Review	All Present
5	09/03/2025	Zoom	Final Adjustments	All Present
6	10/03/2025	JB Cafeteria	Finalised	All Present

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3. **Reporting Non-Contribution**
   o Notify the **seminar tutor** of any instances of non-attendance or lack of contribution.
   o The seminar tutor may impose penalties if a member fails to meet their responsibilities.

Roles and Responsibilities

Complete in the following table the teams members information next to the role they have been assigned to complete:

Assigned To	Task	Student Name	Student ID
[Student 1]	Splash Screen	Pannila Vithanage Ojith Adithya	W2120807
[Student 1]	Volunteer		
[Student 2]	Home Page + Template + Nav	Mohammad Sheriffdeen Zaki	W2120655
[Student 2]	Table		
[Student 3]	Feedback	Lakshan Thiyagarajh	W2120804
[Student 3]	Team		
[Student 4]	User Profile	Damiru Janul Mayadunne	W2120808
[Student 4]	Sitemap		

Agreement Terms

1. **Responsibilities**: Each member agrees to complete their assigned tasks to the best of their ability and in a timely manner.

2. **Communication**: The group will maintain regular communication to provide updates and address any issues.

3. **Fair Workload**: All members are expected to contribute equitably to group tasks assigned to "All Students."

4. **Conflict Resolution**: Any disputes or concerns will be addressed collaboratively within the group. If unresolved, the module leader will mediate.

5. **Submission**: All tasks must be submitted on time and meet the agreed quality standards.

Contribution Evaluation

Each team member must rate the contributions of every other team member, including themselves, using the following scale:

5 = Excellent: Exceeded expectations.

4 = Good: Met expectations.

3 = Average: Contributed adequately but could have done more.

2 = Poor: Contributed minimally to the project.

1 = Very Poor: Made little to no contribution.

Complete the table below, rating each group member (including yourself):

Name	Self Rating	Rating for [Student 1]	Rating for [Student 2]	Rating for [Student 3]	Rating for [Student 4]
Pannila Vithanage Ojith Adithya	5	5	5	5	5
Mohammad Sheriffdeen Zaki	5	5	5	5	5
Lakshan Thiyagarajh	5	5	5	5	5
Damiru Janul Mayadunne	5	5	5	5	5

Sign the Group Coursework Agreement

Sign by typing your name under signature. By signing below, you confirm that:

- You have read and agree to the terms of this contract.
- You have provided fair and accurate ratings based on contributions.

Name	Signature	Date
Pannila Vithanage Ojith Adithya		**10/03/2025**
Mohammad Sheriffdeen Zaki		**10/03/2025**
Lakshan Thiyagarajh		**10/03/2025**
Damiru Janul Mayadunne		**10/03/2025**