



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

UHMT 1012 - 45 (GRADUATE SUCCESS ATTRIBUTES)

SEMESTER 1, 2020/2021

GROUP PROJECT

NOR HAFIZHATUL HAQ BINTI MOHD RUSLAN

GROUP G

NO.	NAME	MATRIC NO.	FACULTY	PROGRAM
1	MUHAMMAD DINIE HAZIM BIN AZALI	A20EC0084	FACULTY ENGINEERING	SCIENCE COMPUTER (DATA ENGINEERING)
2	MOHAMMAD UMAR BIN MOHAMMAD ALI	B20EC0022	FACULTY ENGINEERING	SCIENCE COMPUTER (SOFTWARE ENGINEERING)
3	AHMAD MUHAJIMIN BIN AHMAD HAMBALI	A20EC0006	FACULTY ENGINEERING	SCIENCE COMPUTER (DATA ENGINEERING)
4	AHMAD AIMAN HAFIZI BIN MUHAMMAD	A20EC0177	FACULTY ENGINEERING	SCIENCE COMPUTER (DATA ENGINEERING)
5	SITI AINUR AQILA BINTI MOHAMMAD ASMA'ON	B20EC0049	FACULTY ENGINEERING	SCIENCE COMPUTER (SOFTWARE ENGINEERING)
6	KAZI OMEIR MUSTAFA KAMAL UDDIN	A20EC9104	FACULTY ENGINEERING	SCIENCE COMPUTER (SOFTWARE ENGINEERING)

SUBMITTED TO:

DR. LEONG HONG YENG NICOLE

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DESCRIPTION OF BUSINESS



Nor Hafizhatul Haq Binti Mohd Ruslan or better known as “Kak Jenab” was born on July 6, 1993 and grew up in Kuantan, Pahang. According to her, her backup name, Kak Jenab, was taken from the name of her cat, Jenab, when she was studying in the United Kingdom. She has continued her studies at the University of Derby, UK in the field of Bsc (Hons) Architectural Technology and Practice. She has established a household with the choice of his heart, Muhammad Hifzan.

The Jenab Cafe is a business that supplies frozen and fried food. This business is located at Ground Floor, A-4108, Jalan Kubang Buaya, 25250 Kuantan, Pahang. According to the owner, the start of Jenab's business, she just rode a motorbike to deliver “tauhu begedil” to her customers. Then after much demand, she delivered by car and now she can afford her own runner's salary. Before she was able to grow his business with opening a cafe, she only works alone to manage her business. It took her 2 years to successfully open her shop which today is known as The Jenab Cafe.

BUSINESS' TARGET GROUPS

A target group is a group of people who have the potential to become customers to a business to sell their products or services. Identifying the target group is very important for someone who wants to run a business to further expand their business to a higher level. Not knowing which target group for a business can result in a lot of money and time wasted.

At the beginning of the opening of The Jenab Cafe, Hafizhatul only targets her customers consisting of individual civil servants or individuals working in an organization because she believes they were able to convey information about The Jenab Cafe quickly among themselves.

After her business grew rapidly, Hafizhatul has added more customers with targeting customers consisting of university students. Her business is indeed moving in line with the passage of time because nowadays, young people have given a lot of influence on social media. Young people are the individuals who use social media the most and social media is certainly easy to attract more customers. She also said, "If I succeed captivating young people, safe for me to say they are people who will help promote my product sales as well my cafe."



BUSINESS HISTORY

At first, she intended to start business because she was too interested in cooking and it is one of her ways release the stress she experiencing. At the same time, she also admitted that she got incredible satisfaction when she able to give others taste the cuisine that she cooks. One of the earliest products she had worked on when she had just ventured into this field are “tauhu begedil” and cheezy chicken spring roll. She got the idea to open this business when she felt for herself the “tauhu begedil” made by his late sister and she was also still unemployed at the time.

In the beginning of the Tauhu Begedil Jenab business that she run, it was full of thorns and thistles because at first, she had to face cynical views from the public because she preferred to do business than work in the field she studied while at university. According to her, if tears of blood can be produced by humans, of course she has cried tears of blood due to the curse and insults of the people. People around her often question the existence of the degree she earned and left her frustrated. The frustration and sadness she experienced increased when during the beginning of her business, she was only able to sell two containers of “tauhu begedil” which is equivalent to RM20.

However, with words of encouragement from her mother, deceased sister and husband, she continued to be enthusiastic and did not give up quickly. Her family members and husband are her backbone and always give encouragement to her especially her late sister. Her late sister was very confident and believed that she would succeed and that is why she never gave up. After two years of doing business at home, her daily sales can reach up to 50 to 60 containers a day and due to the overwhelming response, she has decided to open a cafe selling “tauhu begedil” with the help of workers and machines.

At the beginning of the cafe opening, her two best friends, Muhammad Hasbullah Akhmal bin Hashim and Mohd Helmie Mahmud was always helping her and at the same time she has appointed them as assistant manager. They are responsible in ensuring Hafizhatul's business is on track and keeping her business running smoothly well. They often discuss in the application Zoom because distance is a challenge at between them to stay in touch. Three of them will be in touch almost every day for discuss the issues involved The Jenab Cafe business mainly in terms of markets as well as financial management.

In addition, her family members such as her mother and husband also helped her a lot in managing this business. Azimah binti Mohd is the mother of Hafizhatul is a person who is fully responsible against the quality of all things involves The Jenab Cafe in terms of the quality of the food produced, materials used or energies work that is responsible for producing that food sold by The Jenab Cafe. Her husband helped her a lot in terms of energy before she was able to employ enough employees. Once her business grows well, Hafizhatul has been able to hire workers to further lighten her burden and ensure her business is always running smoothly.



BUSINESS STRATEGIES

Nor Hafizhatul Haq has overcome many obstacles in life in order to achieve her goals. As an entrepreneur, she must be willing to face any challenges ahead of her and become more flexible according to the situation. In other words, she must learn to do things differently from her usual routines in order to survive especially when conducting any forms of business.

She is very committed with her business. She always kept her ego in check when confronting her customers and her workers. By encouraging the motto “sincere and love”, all of her workloads felt nothing more than a small burden to carry for her only intention is to produce and serve the best quality food for her loving customers. As an owner of “The Jenab Café”, she constantly keeps a sharp eye towards her workers as her job there nowadays is to delegate and inspect any positive progress.

Any normal entrepreneurs would highly consider getting a huge profit is the most important objective in their businesses but Nor Hafizhatul says otherwise. Her main mission was never about earning more money or getting popular or being well-known among her friends and families but to share with others the taste of her well-prepared, homemade food. Her delicious cuisines were a total hit among her customers for its savoury flavour.

Her business partner which was her mother and her late sister helped her a lot to fit things around the business. They often have very complicated discussions relating to the qualities of the food and finding other alternatives to promote their food to other parts of town. They spend a tremendous amount of time together and had contributed a lot of effort to keep the café running smoothly throughout the day. Having a little bit of company by her side when handling the business kept her going on and on every single day.

Earning profits and gaining are the most common nature in business. Although Nor Hafizhatul was already aware of that, she was not fully focusing on these topics. Her strategies are very simple. The more you give, the more you get. She would never be stingy with her money. She would be investing a lot of time alone figuring out ways to increase the qualities of her food. She would sincerely cook the dish as if she was going to eat it herself. Hence, every dish must be well-prepared and well-cooked until she is very satisfied with the food.

Her determination for being an honest business woman helped her to gain lots of positive feedback from her customers about her food being very good and up to standard. Many of her customers also tend to revisit her café again and again because of her food. Some also asked her whether she would gain any profit at all in order for her to cook this amazing

dish requires her to use the best ingredients possible. She however would only giggle and replied that she did not expect any return of investment from all of this but the satisfaction from her dear customers. She was never the type of person who would do everything for money but she was doing it because of her passion for cooking.



CHALLENGE IN BUSINESS

She faced a lot of setbacks during her earlier days handling the business. One of them was the lack of workers within her cafe. There was a shortage for workers occurred and she really wanted to hire more workers to help her out in the kitchen. It was very frustrating for her to distribute the workloads among her current workers as the business continued to grow larger. Nonetheless, she could not afford for any additional workers. It was a very tough period for her to do everything by herself. Fortunately, her mother, her late sister and her husband stopped by to help her out. She then utilized every opportunity she could get and doubled her effort so she could afford to hire some more workers to join her business.

As the day passes by, she was finally able to afford a few workers to handle the cafe. She assigned the new workers to help her with cook in the kitchen by preparing the ingredients to cook the dish. She admitted that having the newly hired worker really did speed up the process of preparing and serving the food to the customers. Her food production line had then become much faster than before and she could handle multiple customers at a time now. Eventually, everything from taking out order from customers to delivering the dish to the customer's house was done by her workers. She would only help in cooking the dishes.

She had also been facing some financial issues while handling the cafe. Since preparing the tauhu bergedil needs a lot of hard work which is limited by her own body, she was considering of buying some flour mixers and a few potato peeling machines. Due to the lack of equipments, she was forced to independently cook the dishes using traditional method which was using her hands from step one to the end nonstop. Even with the help of her workers, she was unable to complete the orders of her customers. Thus, sending some of her precious customers outraged and left the cafe. She told us that losing customers was the worst thing that could happen when opening a business because customers are the heart and soul of entrepreneurs such as herself. She could not keep up with customer order. She would only apologize to the customers because of the bad services that she provided for them.

Concerning of the feeling of her customers, she would find ways to allocate some of her fortunes from the cafe to buy the equipments needed to reduce her burden and the burden of her employees. She once told that countless times that her hands became sore from mixing the dough for too long. She was able to equip her kitchen with the mixers and the potato peeler machines needed to reduce the manpower and also reduces time spent to prepare the dish. It was a huge relief for her as she would no longer have any sore hands any time soon.

She once spoke about her experience when she was first started out her new career which was nobody in her neighbourhood was entirely aware of her café's presence. She felt left out from her friends because of her weird fantasy trying to establish a new found shop in her hometown in Kuantan. It was a bold action taken by her due to the fact that she holds a degree which by then all of her peers started to speculate how could she obtain a degree but choose to work as a pastry chef in the middle of nowhere. As the result, she was not able to get as many customers as she would imagine during her opening day of the café. Friends are important for her to spread the word about her new café and it was crucial for her to influence more and more customers to stop by at her café to generate positive income. Her sales were not much but it was an honest work.

Since then, she would remain resilient and was oblivious to her difficulties. She told us that she would continue to improve her dish so that she could have regular customers that would always stop by at her shop rather than finding other customer online. Keeping the customers happy is all she needs to make her business grow because a satisfied customer tends to stick around with her café. Even though she had put all of her efforts into providing her dish within her hometown, she would also use variety online social media platforms to attract more customers since information and technology nowadays grant users to share any information faster throughout the web hence, promoting her business to a wider range of customers.

STRENGTH AND WEAKNESS

She is a strict person, typically when it comes to cook. It is safe to say that the tauhu bergedil cooked by her doesn't taste like tauhu bergedil cooked by anyone else. That is to say she is above mediocre level in this type of category. This was due to the fact that she was very strict about making those dishes as perfect as possible by considering the long-term side effects that would happen if she gets things wrong. She was once argued with her worker telling her to stop wasting precious resources to make the dish. She recalled throwing approximately 40 kg to 60 kg of the dish because she could not replicate the desired shapes and sizes of dish. She eventually was able to cut-off her extreme attitude to become a perfectionist in the kitchen but she would still take a lengthy time alone trying to upgrade her dish. She would not take any unnecessary risk of jeopardizing her café that have been in business for almost 2 years. Being greedy for quality is better than greedy with money.

Nor Hafizhatul was completely dedicated to her café and her workers could see that she would pay her utmost interest to the quality of the dish prepared by her workers in her café. She would constantly be trying her best to innovate and change the appearances and the flavours of the dish based upon the available seasons in our country. Different themes will be applied to the café to match with the seasons accordingly. She is also a thoughtful person as she would stop whatever she is doing to calmly and patiently tries to explain any wrong ingredients or techniques done by her worker. She would never use harsh words in front of her workers or her customers. In fact, every time she gains any spare time, she would talk to her customers and helping out on her workers to cook when needed. It can be concluded that she tends to be accessible, nurturing for others, very empathetic towards everyone around her and loving. Her dish is the best dish because she knows how to cook it and she knows how to motivate her workers to produce it.

Making simple mistakes is fairly common when handling such organisations. She once received a negative comment from one of her customers who said that the food she ordered already become sour and was no longer edible. This ultimately signals a bad reputation to her café. She must have been careless when serving the dish without checking first the condition of the food. However, she was committed to get the customer a second dish for free. Since that day, she always inspects her dish thoroughly every time before any dish is served to the customer. She successfully gained the customers trust and continue ordering food from her until the present day. She said that gaining the customers trust is the most crucial aspects to achieve success in business as we should never argue with money (referring to the customer).

MEETING MINUTE 1

Group Meeting Template

Please attach this form with project report and write full meeting agenda for each meeting.

No.	Group Members	Time Arrival with Signatu re	Time Finish with Signatu re	Group Meeting Agenda Decide the person that we want to interview				Other Remarks e.g potential problems/ difficulties/limitatio ns
				Date: 24 December 2020 Time: 2:14 p.m. – 2:37 p.m.		Who took the notes? Name: Siti Ainur Aqila Binti Mohammad Asmaon	Who is leading the discussion? Name: Muhammad Dinie Hazim Bin Azali	
				No.	Agenda Items What are the things discussed at the meeting?	Who is talking/givi ng ideas?	What action needs to be taken? What do we need to bring?	
1	Muhammad Dinie Hazim Bin Azali	2:14 p.m.	2:37 p.m.	1	Who we want to interview?	Muhammad Dinie Hazim Bin Azali	All members need to find someone to interview	-The famous entrepreneurs, did not have any email that we can contact them. -Have a little difficulty to discuss because not everyone can go online at the same time.
2	Siti Ainur Aqila Binti Mohammad Asmaon	2:16 p.m.	2:37 p.m.	2		Siti Ainur Aqila Binti Mohammad Asmaon	Let everyone in the group know if you found	
3	Mohammad Umar Bin Mohammad Ali	2:29 p.m.	2:37 p.m.	3			someone.	
4	Ahmad Muhaimin Bin Ahmad Hambali	2:29 p.m.	2:37 p.m.	4				
5	Ahmad Aiman Hafizi Bin Muhammad			5				
6	Kazi Omeir Mustafa Kamal Uddin			6				



MEETING MINUTE 2

Group Meeting Template

Please attach this form with project report and write full meeting agenda for each meeting.

No.	Group Members	Time Arrival with Signature	Time Finish with Signature	Group Meeting Agenda Suggestions on who to interview				Other Remarks e.g potential problems/ difficulties/limitations
				Date: 30 December 2020 Time: 9:29 a.m. – 11:40 a.m.		Who took the notes? Name: Mohammad Umar Bin Mohammad Ali	Who is leading the discussion? Name: Ahmad Muhaimin Bin Ahmad Hambali	
				No.	Agenda Items What are the things discussed at the meeting?	Who is talking/giving ideas?	What action needs to be taken? What do we need to bring?	
1	Muhammad Dinie Hazim Bin Azali	11:09 a.m.	11:40 a.m.	1	Suggestion by Muhaimin to interview Azfar.	Ahmad Muhaimin Bin Ahmad Hambali	Muhaimin try to ask if Azfar was free or not	-The famous entrepreneurs too busy to have an interview with us -Not all members in the group can online at the same time
2	Siti Ainur Aqila Binti Mohammad Asmaon			2	Backup plan from Dinie if Azfar was busy	Muhammad Dinie Hazim Bin Azali	If he not busy, we interview him.	
3	Mohammad Umar Bin Mohammad Ali	9:35 a.m.	11:40 a.m.	3			If he busy, we just straight to Dinie's plan	
4	Ahmad Muhaimin Bin Ahmad Hambali	9:29 a.m.	11:40 a.m.	4				
5	Ahmad Aiman Hafizi Bin Muhammad	11:35 a.m.	11:40 a.m.	5				
6	Kazi Omeir Mustafa Kamal Uddin	9:41 a.m.	11:40 a.m.	6				

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MEETING MINUTE 3

Group Meeting Template

Please attach this form with project report and write full meeting agenda for each meeting.

No.	Group Members	Time Arrival with Signature	Time Finish with Signature	Group Meeting Agenda Distribute work				Other Remarks e.g potential problems/ difficulties/limitations
				Date: 31 December 2020 Time: 3:14 p.m. – 3:30 p.m.		Who took the notes? Name: Siti Ainur Aqila Binti Mohammad Asmaon	Who is leading the discussion? Name: Muhammad Dinie Hazim Bin Azali	
				No.	Agenda Items What are the things discussed at the meeting?	Who is talking/giving ideas?	What action needs to be taken? What do we need to bring?	
1	Muhammad Dinie Hazim Bin Azali	3:14 p.m.	3:46 p.m.	1	Divide our work to make it easier and faster.	Muhammad Dinie Hazim Bin Azali	Everyone already has their part to do.	-Someone that we already email, did not reply. -The information shared by the entrepreneur is very limited. -Have a little difficulty to discuss because not everyone can go online at the same time.
2	Siti Ainur Aqila Binti Mohammad Asmaon	3:29 p.m.	3:46 p.m.	2		Ahmad Muhaimin Bin Ahmad Hambali	Make sure everyone gives their full commitment.	
3	Mohammad Umar Bin Mohammad Ali	3:27 p.m.	3:46 p.m.	3		Ahmad Aiman Hafizi Bin Muhammad	Make sure that our work can be done before the due date.	
4	Ahmad Muhaimin Bin Ahmad Hambali	3:15 p.m.	3:46 p.m.	4				
5	Ahmad Aiman Hafizi Bin Muhammad	3:17 p.m.	3:46 p.m.	5				
6	Kazi Omeir Mustafa Kamal Uddin	3:22 p.m.	3:46 p.m.	6				



Alman Hafizi UTM

Group 1 (Report & Meeting minute)
-fizi

-

-

Group 2 (Slide presentation & edit
video)

-min

-

-

15:22

Omeir Mustafa UTM

Group 1 (Report & Meeting minute)
-fizi

-omeir

-

Group 2 (Slide presentation & edit
video)

-min

-

-

15:23

Umar UTM

Group 1 (Report & Meeting minute)
-fizi

-omeir

-

Group 2 (Slide presentation & edit
video)

-min

-umar

-

15:27

Ainur Aqila UTM

Group 1 (Report & Meeting minute)
-fizi

-omeir

-

Group 2 (Slide presentation & edit
video)

-min

-umar

-Aqila

15:29

Group 1 (Report & Meeting minute)

-fizi

-omeir

-Dinie

Group 2 (Slide presentation & edit
video)

-min

-umar

-Aqila

15:29 ✓

Okay so everyone have their part
already, please start your work as
soon as possible alright

15:30 ✓

Good luck & all the best

15:30 ✓

Ainur Aqila UTM

You

Good luck & all the best

Okay, you too

15:46

MEETING MINUTE 4

Group Meeting Template

Please attach this form with project report and write full meeting agenda for each meeting.

No.	Group Members	Time Arrival with Signature	Time Finish with Signature	Group Meeting Agenda Further description of each work				Other Remarks e.g potential problems/ difficulties/limitations
				Date: 7 January 2021 Time: 2:19 p.m. – 3:37 p.m.		Who took the notes? Name: Siti Ainur Aqila Binti Mohammad Asmaon	Who is leading the discussion? Name: Muhammad Dinie Hazim Bin Azali	
				No.	Agenda Items What are the things discussed at the meeting?	Who is talking/giving ideas?	What action needs to be taken? What do we need to bring?	
1	Muhammad Dinie Hazim Bin Azali	2:20 p.m.	3:46 p.m.	1	Detail explanation for each part of work.	Muhammad Dinie Hazim Bin Azali	Start doing their work as soon as possible	-Many members still did not understand their work -Too many works in this week before the due date
2	Siti Ainur Aqila Binti Mohammad Asmaon	2:19 p.m.	3:46 p.m.	2				
3	Mohammad Umar Bin Mohammad Ali			3				
4	Ahmad Muhaimin Bin Ahmad Hambali	2:25 p.m.	3:46 p.m.	4				
5	Ahmad Aiman Hafizi Bin Muhammad	3:05 p.m.	3:46 p.m.	5				
6	Kazi Omeir Mustafa Kamal Uddin			6				

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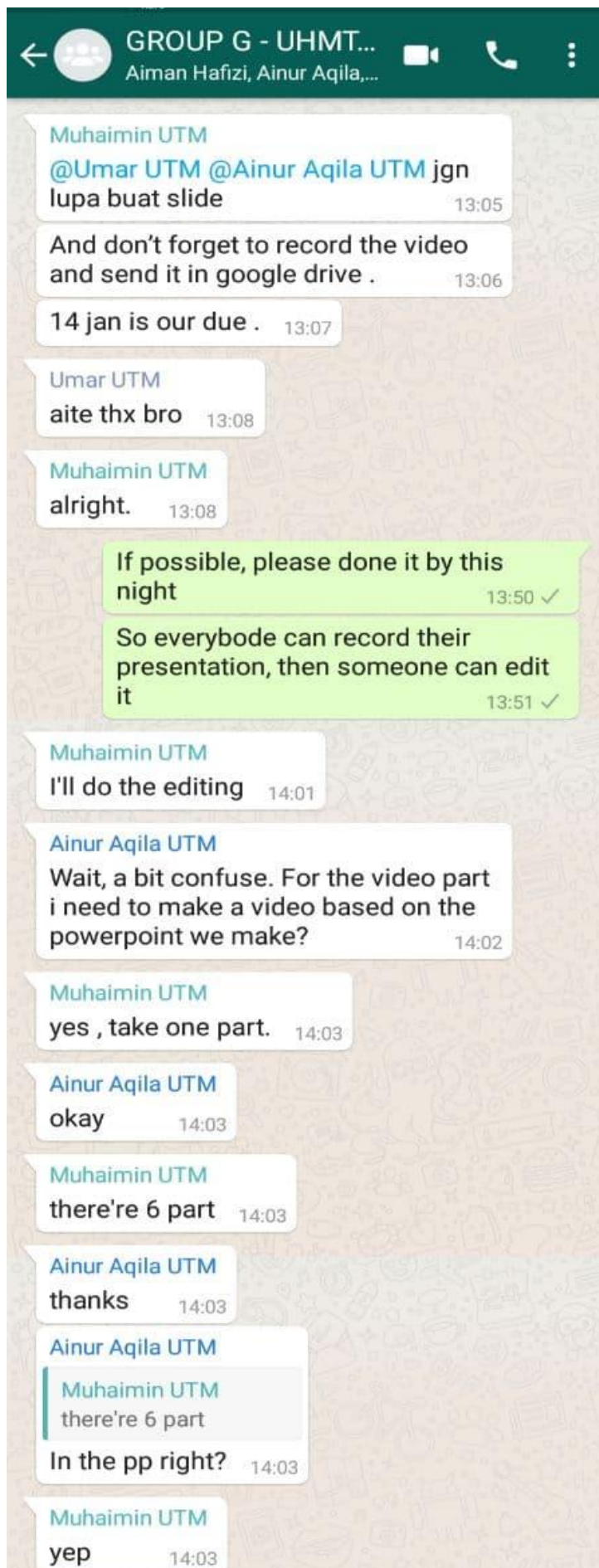


MEETING MINUTE 5

Group Meeting Template

Please attach this form with project report and write full meeting agenda for each meeting.

No.	Group Members	Time Arrival with Signature	Time Finish with Signature	Group Meeting Agenda Divide presentation part				Other Remarks e.g potential problems/ difficulties/limitations
				Date: 13 January 2021 Time: 1:05 p.m. – 2:22 p.m.		Who took the notes? Name: Muhammad Dinie Hazim Bin Azali	Who is leading the discussion? Name: Ahmad Muhaimin Bin Ahmad Hambali	
				No.	Agenda Items What are the things discussed at the meeting?	Who is talking/giving ideas?	What action needs to be taken? What do we need to bring?	
1	Muhammad Dinie Hazim Bin Azali	1:50 p.m.	2:22 p.m.	1	Presentation group need to settle down their part.	Ahmad Muhaimin Bin Ahmad Hambali	Settle down the powerpoint.	-Not all members give a full commitment on this project -Discussion still hard to handle because everyone did not reply at the same time.
2	Siti Ainur Aqila Binti Mohammad Asmaon	2:02 p.m.	2:22 p.m.	2	How the everyone gonna record their presentation.	Muhammad Dinie Hazim Bin Azali	Choose which part they want to present.	
3	Mohammad Umar Bin Mohammad Ali	1:08 p.m.	2:22 p.m.	3				
4	Ahmad Muhaimin Bin Ahmad Hambali	1:05 p.m.	2:22 p.m.	4				
5	Ahmad Aiman Hafizi Bin Muhammad	2:21 p.m.	2:22 p.m.	5				
6	Kazi Omeir Mustafa Kamal Uddin			6				



First, just complete the ppt.
Then, we divide each part for
everyone to record their presentation

14:03 ✓

Muhaimin UTM

I'll done my recording - How we
organize the project

14:04

I've done* 14:05

Umar UTM

➡ Forwarded

-The solutions for each difficulty/
challenge/problem

14:16

Umar UTM

Umar UTM

-The solutions for each difficulty/
challenge/problem

can i do this?

14:16

the video 14:16

Overview of our project -
How we conduct - Min
Challenges/difficulties - Dinie
Solution for each difficulty - Umar
Lesson learn from this project -
Summary -

14:18 ✓

Umar UTM

nice 14:19

how long the video you want for each
slides?

14:19

One person at least 2 minutes 14:20 ✓

Umar UTM

aite no prob 14:20

Aiman Hafizi UTM

Do the recording with the little
camera on the bottom right screen
right

I mean, record with our face?

14:21

Yup 14:22 ✓

PEER EVALUATION FORM – MUHAMMAD DINIE HAZIM BIN AZALI

Name: MUHAMMAD DINIE HAZIM BIN AZALI

Matrix Card No: A20EC0084

Date: 12/1/2021

Write the names of your group members in the numbered boxes. Then, assign your self a value for each listed attribute. Finally do the same for each on your group members and total all of the values.

Values: 1= Strongly Disagree 2=Disagree 3=Agree 4= strongly agree 5= Distinction

Attribute	Your self	1. Ahmad Muhaimin Bin Ahmad Hambali	2. Siti Ainur Aqila Binti Mohammad Asmaon	3. Ahmad Aiman Hafizi Bin Muhammad	4. Mohammad Umar Bin Mohammad Ali	5. Kazi Omeir Mustafa Kamal Uddin
1. Was dependable in attending group meeting.	5	4	4	4	4	3
2. Willingly accepted assigned tasks.	5	5	5	5	5	4
3. Contributed positively to group discussion.	5	4	4	4	4	4
4. Completed work on time or made alternative arrangements	5	5	4	4	4	4
5. Did work accurately and completely	5	4	4	4	4	4
6. Worked well with others group members	5	4	4	4	4	4
7. Shares time, knowledge and credit with other team members	5	5	5	4	4	3

8. Creates a positive team environment; builds trusting relationships	5	5	5	5	5	4
Total Mark	40	36	35	34	34	30
Average/20 %						17.415%

PEER EVALUATION FORM - AHMAD AIMAN HAFIZI BIN MUHAMMAD

Name: AHMAD AIMAN HAFIZI BIN MUHAMMAD

Matrix Card No: A20EC0177

Date: 13 JANUARY 2021

Write the names of your group members in the numbered boxes. Then, assign your self a value for each listed attribute. Finally do the same for each on your group members and total all of the values.

Values: **1=** Strongly Disagree **2=** Disagree **3=** Agree **4=** strongly agree **5=** Distiction

Attribute	Your self	1. Ahmad Muhaimin Bin Ahmad Hambali	2. Siti Ainur Aqila Binti Mohammad Asmaon	4. Mohammad Umar Bin Mohammad Ali	5. Kazi Omeir Mustafa Kamal Uddin	6. Muhammad Dinie Hazim Bin Azali
1. Was dependable in attending group meeting.	3	4	3	3	3	5
2. Willingly accepted assigned tasks.	4	4	3	4	4	4
3. Contributed positively to group discussion.	3	3	4	3	4	4
4. Completed work on time or made alternative arrangements	3	3	3	4	3	4
5. Did worke accurately and completely	4	4	3	4	3	3

6. Worked well with others group members	3	4	4	3	4	4
7. Shares time, knowledge and credit with other team members	3	3	4	4	3	4
8. Creates a positive team environment; builds trusting relationships	3	4	4	4	4	5
Total Mark	26	29	28	29	28	33
Average/20 %						14.415%

PEER EVALUATION FORM – MOHAMMAD UMAR BIN MOHAMMAD ALI

Name: Mohammad Umar bin Mohammad

Ali Matrix Card No: B20EC0022

Date: 12/1/2021

Write the names of your group members in the numbered boxes. Then, assign your self a value for each listed attribute. Finally do the same for each on your group members and total all of the values.

Values: **1=** Strongly Disagree **2=** Disagree **3=** Agree **4=** strongly agree **5=** Distinction

Attribute	Your self	1. Ahmad Muhaimin Bin Ahmad Hambali	2. Siti Ainur Aqila Binti Mohammad Asmaon	3. Ahmad Aiman Hafizi Bin Muhammad	4. Muhammad Dinie Hazim bin Azali	5. Kazi Omeir Mustafa Kamal Uddin
1. Was dependable in attending group meeting.	5	5	5	5	5	5
2. Willingly accepted assigned tasks.	5	5	5	5	5	5
3. Contributed positively to group discussion.	5	5	5	5	5	5
4. Completed work on time or made alternative arrangements	5	5	5	5	5	5
5. Did work accurately and completely	5	5	5	5	5	5
6. Worked well with other group members	5	5	5	5	5	5

7. Shares time, knowledge and credit with other tea m members	5	5	5	5	5	5
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8. Creates a positive team environment; builds trusting relationships	5	5	5	5	5	5
Total Mark	40	40	40	40	40	40
Average/20 %						20 %

PEER EVALUATION FORM – AHMAD MUHAIMIN BIN AHMAD HAMBALI

Name: Ahmad Muhaimin Bin Ahmad Hambali

Matrix Card No: A20EC0006

Date: 12/1/2021

Write the names of your group members in the numbered boxes. Then, assign your self a value for each listed attribute. Finally do the same for each on your group members and total all of the values.

Values: 1= Strongly Disagree 2=Disagree 3=Agree 4= strongly agree 5= Distiction

Attribute	Your self	1.Muhammad Dinie Hazim Bin Azali	2. Siti Ainur Aqila Binti Mohammad Asmaon	3. Ahmad Aiman Hafizi Bin Muhammad	4. Mohammad Umar Bin Mohammad Ali	5. Kazi Omeir Mustafa Kamal Uddin
1. Was dependable in attending group meeting.	5	5	5	5	4	4
2. Willingly accepted assigned tasks.	5	5	5	5	5	5
3. Contributed positively to group discussion.	5	5	5	5	5	4
4. Completed work on time or made alternative arrangements	5	5	5	5	5	5
5. Did worke accurately and completely	5	5	5	5	5	4
6. Worked well with others group members	5	4	5	4	5	5
7. Shares time, knowledge and credit with other team members	4	5	4	5	5	4

8. Creates a positive team environment; builds trusting relationships	5	5	5	5	5	5
Total Mark	39	39	39	39	39	36
Average/20 %	19.5	19.5	19.5	19.5	19.5	18

PEER EVALUATION FORM - SITI AINUR AQILA BINTI MOHAMMAD ASMA'ON

Name: SITI AINUR AQILA BINTI MOHAMMAD ASMA'ON

Matrix Card No: B20EC0049

Date: 13/1/2021

Write the names of your group members in the numbered boxes. Then, assign your self a value for each listed attribute. Finally do the same for each on your group members and total all of the values.

Values: 1= Strongly Disagree 2=Disagree 3=Agree 4= strongly agree 5= Distiction

Attribute	Your self	1. Ahmad Muhaimin Bin Ahmad Hambali	2. Siti Ainur Aqila Binti Mohammad Asmaon	3. Ahmad Aiman Hafizi Bin Muhammad	4. Mohammad Umar Bin Mohammad Ali	5. Kazi Omeir Mustafa Kamal Uddin
1. Was dependable in attending group meeting.	4	4	4	4	4	3
2. Willingly accepted assigned tasks.	4	4	4	4	4	4
3. Contributed positively to group discussion.	4	4	4	4	4	4
4. Completed work on time or made alternative arrangements	4	4	4	4	4	4
5. Did worke accurately and completely	4	4	4	4	4	4
6. Worked well with others group members	4	4	4	4	4	4
7. Shares time, knowledge and credit with other team members	4	4	4	4	4	4

8. Creates a positive team environment; builds trusting relationships	4	4	4	4	4	4
Total Mark	32	32	32	32	32	31
Average/20 %						15.915%

PEER EVALUATION FORM - KAZI OMEIR MUSTAFA KAMAL UDDIN

Name: KAZI OMEIR MUSTAFA KAMAL UDDIN

Matrix Card No: A20EC9104

Date: 14/1/2021

Write the names of your group members in the numbered boxes. Then, assign your self a value for each listed attribute. Finally do the same for each on your group members and total all of the values.

Values: **1=** Stongly Disagree **2=**Disagree **3=**Agree **4=** strongly agree **5=** Distiction

Attribute	Your self	1. Ahmad Muhaimin Bin Ahmad Hambali	2. Siti Ainur Aqila Binti Mohammad Asmaon	3. Ahmad Aiman Hafizi Bin Muhammad	4. Mohammad Umar Bin Mohammad Ali	5. Muhammad Dinie Hazim Bin Azali
1. Was dependable in attending group meeting.	5	5	5	5	5	5
2. Willingly accepted assigned tasks.	5	5	5	5	5	5
3. Contributed positively to group discussion.	5	5	5	5	5	5
4. Completed work on time or made alternative arrangements	5	5	5	5	5	5
5. Did worke accurately and completely	5	5	5	5	5	5
6. Worked well with others group members	5	5	5	5	5	5
7. Shares time, knowledge and credit with other team members	5	5	5	5	5	5

8. Creates a positive team environment; builds trusting relationships	5	5	5	5	5	5
Total Mark	40	40	40	40	40	40
Average/20 %						20%