**This Week Report (02/06-02/12)**

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| --- | --- | --- | --- | --- |
| **Tasks** | | **Estimated** | **Actual** | **Status** |
| **1** | Think about team name, project name | 15 min | 5 min | Completed |
| **2** | Propose hosting environment | 10 min | 10 min | Completed |
| **3** | Read up on SPMP, SQAP, and SCMP documents | 2 hr | 1.5 hr | Completed |
| **4** | Create SCMP | 3 hr | 3.5 hr | Completed |

**Next Week Report**

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| --- | --- | --- | --- | --- |
| **Tasks** | | **Estimated** | **Actual** | **Status** |
| **1** | Maintain and update SCMP | 20 min |  | Pending |
| **2** | Review Documents from Other Team Members | 60 min |  | Pending |
| **3** | Set up local development environment | 2 hr |  | Pending |