**Project Portfolio Management**

**Weekly Project Time Sheet**

**Student Name:** Jacob Brown

**Project Name:** Locked LAMP

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| **Activity** | **Task Description** | **Start Time** | **End Time** | **Total Time** | **Date** |
| **Finalize Project with Client** | | | | | |
| 1.1.1.1.  Project Presentation | Creating and giving the presentation was completed. The only issue was the audio was a little cracky due to a macOS update. | 0800 | 0900 | 2 hrs | July 28, 2021 |
| 1.1.1.2.  Project Report | Having worked with Rapid-DM, they wanted an increase in capability to complement the last project. | 0800 | 1100 | 3 hrs | July 27, 2021 |
| 1.1.1.3.  Ansible Playbook and Files | The Ansible script was added to the project report. | 1100 | 1130 | .5 hr | July 27, 2021 |
| 1.1.1.4.  Client Acceptance | The client accepted the project purposed. | 0900 | 1000 | 1 hr | July 28, 2021 |
| 1.1.1.5.  Provide Training | The training was given to Rapid-DM staff. The training provided consisted of DISA STIG location and interpretation and general system best practices, and remote system log files. | 1200 | 1400 | 2 hrs | July 29, 2021 |
| **Project Administration** | | | | | |
| 1.1.2.1.  Status Report Upload | Listed the task completed for this milestone. | 0800 | 0900 | 1 hr | July 30, 2021 |
| 1.1.2.2.  Time Sheet Upload | I listed out the tasks with details of the task need or use. | 0900 | 1000 | 1 hr | July 30, 2021 |
|  | **Total hours:** |  |  | **10.5 hrs** |  |

**Instructions:** Document the length of time (hours) it takes you to complete each activity you work on, and tally the total hours at the bottom. Submit the time sheet to your instructor by end-of-day of every Friday of the week.