CS485 TimeLog

Name_____Samuel McKinnon_____ _____

Team_____1_____

Week of _____15th of January, 2018___ through _____21st of January, 2018_____

Task	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total
Meetings	1	1	1					3
Documentation								
Technical (design, coding,, testing, etc)								
Room Booking	.4							.4
Meeting with Client					2			2
Working on project plan							2	2
Total Hours	1.4	2			2			7.4

Signature _____Samuel McKinnon_____

Timesheets are due at the beginning of class each Monday.
For meetings, simply list the hours.
For other types of activities list the hours and the activity.

Status Report:

- Booked a room for the conference call on Wednesday
- Discussed the Project Plan on Tuesday
- Attended all of the team meetings, the conference call on Wednesday, and the meeting with the customer in Port Hawkesbury
- Drew up the Risk Analysis for the Project Plan