

UX Project Weekly Log

- Due every Sunday (submit on Brightspace by 11:00pm) **except the last one which is handed in on the Thurs. Dec. 8th.

Instructions

- Record when you meet as a group and who was present (you can count applicable in-class and lab times too)
- Briefly describe what was discussed or achieved during this meeting (in point form)
- List previous action items and who was responsible (did they do it – if not you can add the reason)
- Add new action items, when they are due, and who is responsible

Group Members schedule for Group Leader and Logs (each member is responsible for ~2-3 logs)

Week	Name	Week	Name
Sept 26-Oct 2 1-7 Due Oct 2	Karan Singh Rathore	Oct 31-Nov 6 Due Nov 6	Karan Singh Rathore
Oct 3-9 Due Oct 9	Faiza Aziz Umatiya	Nov 7-13 Due Nov 13	Faiza Aziz Umatiya
Oct 10-16 Due Oct. 16	Harsh Kamleshbhai Shah	Nov 14-20 Due Nov 20	Harsh Kamleshbhai Shah
Oct 17-23 Due Oct 23	Hrishi Patel	Nov 21-27 Due Nov 27	Hrishi Patel
Oct 24-30 Due Oct 30	Qiwei Sun	Nov 28-Dec 8 Due Dec 9	Qiwei Sun
Note: last week is longer than the rest. It is due the day after all project items are due.			

Group:	Team Orange		
Date:	27-11-2022		
Name (leader):	Hrishi Patel		
For dates:	Nov 21-27		
Meeting Dates and Attendance	Date and short description of meeting		Attendance (add names)
	22 nd November: To discuss Cognitive Walkthrough		Karan Singh Rathore, Faiza Aziz Umatiya, Harsh Kamleshbhai Shah, Hrishi Patel, Qiwei Sun
	23 rd November: To conduct Cognitive Walkthrough		Karan Singh Rathore, Faiza Aziz Umatiya, Harsh Kamleshbhai Shah, Hrishi Patel, Qiwei Sun
Existing action items, who was responsible and did they do it (if no, include a reason)	Action Items	Member name	Complete (yes/no)*
	Act as moderators and evaluators for Cognitive Walkthrough	Hrishi Patel	Yes
	Act as moderators and evaluators for Cognitive Walkthrough	Faiza Aziz Umatiya	Yes
	Act as moderators and evaluators for Cognitive Walkthrough	Harsh Kamleshbhai Shah	Yes
	Act as moderators and evaluators for Cognitive Walkthrough	Karan Singh Rathore	Yes
	Act as moderators and evaluators for Cognitive Walkthrough	Qiwei Sun	Yes
	*reason/s:		
New action items (due dates even if rough) and who is responsible	New Action Items	Member name	Due Date
	Analyze cognitive walkthrough sheets and discuss issues with prototypes	Hrishi Patel	30-11-2022
	Analyze cognitive walkthrough sheets and discuss issues with prototypes	Faiza Aziz Umatiya	30-11-2022
	Analyze cognitive walkthrough sheets and discuss issues with prototypes	Harsh Kamleshbhai Shah	30-11-2022
	Analyze cognitive walkthrough sheets and discuss issues with prototypes	Karan Singh Rathore	30-11-2022
	Analyze cognitive walkthrough sheets and discuss issues with prototypes, Project Weekly log	Qiwei Sun	30-11-2022, 09-12-2022
Other points			

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