

Time sheets for SE projects
This Excel workbook will assist you in time reporting for SE projects
Background
<p>The subject of Software Engineering requires any student who is enrolled in this course to fill in time reports to enable the verification of the number of hours worked during a certain period of time. This suggests that all the hours worked on the SE project need to be recorded.</p> <p>For the time sheets to be acceptable, information on the type of work carried out is also required.</p>
How to fill in the form
<p>Register fixed data such as project name, period, your name etc under the "Time sheet overview" tab.</p> <p>Under each month-tab, fill in working hours with necessary explanations of what you did. Your hours will be automatically summed-up and copied to the Overview page.</p> <p>If you have been on holiday on sick-leave, please write that under "project and activity" and fill in 0 (zero) for production hours and 1 (one) under "absences".</p>
Tips
<p>Develop a regular routine for filling in the information.</p> <p>Enter hour values as whole hours without decimals.</p> <p>Consider the project's design and planning. Sum your hours into main activities based on your function in the project.</p>

Time sheet																						
Name of beneficiary:											Harsh Patel											
Reporting period:											Feb 28, 2022 -- May 13, 2022											
Title project 1:											E-Commerce											
Title project 2:											Not applicable											
Title project 3:											Not applicable											
Title project 4:											Not applicable											
Contact No:											9510506633											
Person responsible:											Harsh Patel											
Title/Designation:											Team Member											
Department:											DA-IICT											
Person In-Charge											Devanshi Chandegra											
Title:											Prof. Jayprakash Lalchandani											
Harsh Patel					E-Commerce																	
Project(s)					Feb-22	Mar-22	April/22	May/22														
Presences (in days)					1	27	30	13														
Absences (in days)					0.0	4.0	0	0														
Total productive hours					0	11	0	0														
Project member											Supervisor											
Harsh Patel											Devanshi Chandegra											
Team Member											Prof. Jayprakash Lalchandani											
Abbreviation suggestions (please choose or add new as you wish):																						
DC	Data collection		Manus	Preparation of manuscripts/reports																		
PR	Periodic reporting		DA	Data analysis																		
Web	Web site		Cod	Coding																		
Hol	Holiday		Test	Testing																		
Sick	Sick leave		Des	Design																		
Res	Research																					

Timesheet					Student			
Harsh Patel					Harsh Patel			
					Month		Feb-22	
					Period:		Feb 28, 2022 -- May 13, 2022	
Proj 1 E-Commerce								
Date	Proj/Act	Prod. Hours	Absences	Total Prod. Hours				
28	E-Commerce							
	PTNAY	0	0	0				
Total	E-Commerce	0.0	0.0	0.0				
Abbreviation suggestions (please choose or add new as you wish):								
DC	Data collection		Manus	Preparation of manuscripts/reports				
PR	Periodic reporting		DA	Data analysis				
Web	Web site		Cod	Coding				
Hol	Holiday		Test	Testing				
Sick	Sick leave		Des	Design				
Res	Research		PTNAY	Project Track Not Assigned Yet				
If Prod. Hours for a particular day is 0, Please mention 1 in Absences.								

Timesheet					Student	Harsh Patel		
Harsh Patel					Month	Mar-22		
					Period:	Feb 28, 2022 -- May 13, 2022		
Proj 1		E-Commerce						
Date	Proj/Act	Prod. Hours	Absences	Total Prod. Hours				
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	E-Commerce							
	PTNAY	0	0	0				
	PTNAY	0	0	0				
	PTNAY	0	0	0				
	PTNAY	0	0	0				
	PTNAY	0	0	0				
	PTNAY	0	0	0				
	PTNAY	0	0	0				
	PTNAY	0	0	0				
	PTNAY	0	0	0				
	PTNAY	0	0	0				
	PTNAY	0	0	0				
	Res	1	0	1				
	-	0	1	0				
	DA	1	0	1				
	-	0	1	0				
	Res	1	0	1				
	-	0	1	0				
	DA	2	0	2				
	-	0	1	0				
	Res	1	0	1				
	DC	1	0	1				
	Manus	1	0	1				
	Manus	1	0	1				
	PR	2	0	2				
			0	0	0			
			0	0	0			
			0	0	0			
			0	0	0			
			0	0	0			
			0	0	0			
		0	0	0				
Total	E-Commerce	11.0	4.0	11.0				
Abbreviation suggestions (please choose or add new as you wish):								
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Web	Web site		Cod	Coding				
Hol	Holiday		Test	Testing				
Sick	Sick leave		Des	Design				
Res	Research		PTNAY	Project Track Not Assigned Yet				
If Prod. Hours for a particular day is 0, Please mention 1 in Absences.								

Timesheet					Student		Harsh Patel	
Harsh Patel					Month		Apr-22	
					Period:		Feb 28, 2022 -- May 13, 2022	
Proj 1					E-Commerce			
Date	Proj/Act	Prod. Hours	Absences	Total Prod. Hours				
E-Commerce								
1		0	0	0				
2		0	0	0				
3		0	0	0				
4		0	0	0				
5		0	0	0				
6		0	0	0				
7		0	0	0				
8		0	0	0				
9		0	0	0				
10		0	0	0				
11		0	0	0				
12		0	0	0				
13		0	0	0				
14		0	0	0				
15		0	0	0				
16		0	0	0				
17		0	0	0				
18		0	0	0				
19		0	0	0				
20		0	0	0				
21		0	0	0				
22		0	0	0				
23		0	0	0				
24		0	0	0				
25		0	0	0				
26		0	0	0				
27		0	0	0				
28		0	0	0				
29		0	0	0				
30		0	0	0				
Total	E-Commerce	0.0	0.0	0.0				
Abbreviation suggestions (please choose or add new as you wish):								
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Web	Web site		Cod	Coding				
Hol	Holiday		Test	Testing				
Sick	Sick leave		Des	Design				
Res	Research							
If Prod. Hours for a particular day is 0, Please mention 1 in Absences.								

Timesheet					Student		Harsh Patel	
Harsh Patel					Month		May-22	
					Period:		Feb 28, 2022 -- May 13, 2022	
Proj 1					E-Commerce			
Date	Proj/Act	Prod. Hours	Absences	Total Prod. Hours				
1 2 3 4 5 6 7 8 9 10 11 12 13	E-Commerce							
		0	0	0				
		0	0	0				
Total	E-Commerce	0.0	0.0	0.0				
Abbreviation suggestions (please choose or add new as you wish):								
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Hol	Holiday		Test	Testing				
Sick	Sick leave		Des	Design				
Res	Research							
If Prod. Hours for a particular day is 0, Please mention 1 in Absences.								