**16th-30th July 2018**

We began communicating via a Facebook Messenger group chat to talk about the criteria of our first group assignment; the project report to present to the client. Our team leader, Isaac, scheduled a meeting with the project supervisor so that we could get a better grasp of the criteria and the requirements the client was after in relation to the project software. Our team brainstormed questions to ask the supervisor during the meeting and wrote them down on a document shared between everyone in the group.

**31st July – 14th August 2018**

After gathering more information about the project from our supervisor, we began working on the project report due in mid-August. For this assignment we shared our documents and timetables on Google Drive, where we could comment on each other’s work and provide constructive feedback. The group chat was used to discuss what each person was working on and where they were up to, what times we would be able to work on the assignment, and to discuss the assignment criteria.

**15th-29th August 2018**

Throughout the month of August, we as a team had begun discussing which local server software we wanted use for the development and testing phase of the web-based image organiser. After trying different options such as LAMP on Linux, XAMPP on Mac, and XAMPP on Windows, and seeing what worked best with the majority of the team, we decided that XAMPP would be used for the development of the software. The messenger chat was primarily made of up conversations on how to fix issues were we experiencing with certain operating systems or software we had considered using.

**30th August – 13th September 2018**

Our team begun developing the software by the end of August, with Gregory laying the main foundations of the website so that it would be easier to implement the project requirements further down the track. We all acknowledged any emails that were sent to the supervisor, and discussed any replies that we received. We also decided to use GitHub to collaborate on the software development and testing side of the project. This made it easier to track our progress, and we could let each other know via Messenger when we were about to commit changes to the master branch. After more than a week of development, we decided to schedule a Zoom meeting among ourselves, and choose which areas we would focus on. It was decided that since Andrew and Gregory were more experienced in backend development, that they would keep a heavier focus on the backend side of the software development. Isaac and Ryan agreed to primarily work on the frontend code, and so we began dividing our work into multiple branches, so as to not overwrite each other’s progress.

**14th-28th September 2018**

Most of our messenger conversations during this time were about troubleshooting code and helping each other with bugs and errors. We had contacted our supervisor again to get some feedback on how the project development was going, as he had access to our GitHub repository.

**27th September - 11th October 2018**

With the critical requirements of the project completed, most of our chat was focused on error checking and talk about how we would begin writing our final report and presentation of the developed software. We scheduled another meeting with our supervisor to demonstrate the work that we had done.