6200COMP Project
Monthly Supervision Meeting Record

Progress Report #1
Month: November 2024

This form should be completed in the first instance by the student based on the progress up to **8 November 2024.** The first draft should be sent by email to the supervisor by that date. The student should use the next progress meeting to discuss the points raised in this form with their supervisor. A final signed form should be uploaded to Canvas by **15 November 2024.**

Note: Timely adherence to monthly progress reporting schedule is part of the Project Management mark component. Failure to upload agreed and signed monthly report timely will affect your Project Management mark adversely.

Student's Name: Harrison Kay

Supervisor's Name: Gyu Myoung Lee

1. Main issues / Points of discussion / Progress made
Please enter here any progress you made and any problems you encountered. *State whether you are on-track, ahead, or behind the agreed schedule.* I am on track with my work according to my Gannt chart. I have almost completed The background research and domain analysis portion of my report, I had some problems with finding other similar projects to do analysis on and used IEEE Xplore to find other papers.

2. List of actions for the next month
Please enter your plan for the next month. *If you encounter problems, state how you plan to solve them.* *If you are behind schedule, state how you plan to catch up and/or adjust your plan.* My plan for the next month is to carry on with the work according to the Gannt chart to make sure I am up to date with the work. Next month includes my requirement analysis portion of my report so if I encounter any problems with this I may look to other similar papers to see what they define as metrics for success and may consider these for inspiration for my paper if I see they fit with my project.

3. List of deliverables for next time
Refer to your original or adjusted plan on what to produce and show next month. For example, research activities may produce literature review document, design activities may produce

design document (UML diagrams), coding activities may produce parts of your artefact, write-up activities may produce sections of your project dissertation/report.

Some deliverables I may have might include the metrics I will use to measure my success and diagrams of example metrics.

4. Other comments

Use this box to inform and record anything else that does not fall into any of the above category. For example, if you plan to go be away for a few days due to emergency which will be affecting your progress.

Signature (student)	H. Kay	Date	12/11/24
Signature (supervisor)	Gyu Myoung Lee	Date	13/11/24