Qays’ Contribution

My contribution to the group project was primarily focused on the research and writing of the content for my personal time management webpage. I took on the role of lead researcher, responsible for gathering information and strategies on effective time management for work, study, play, socializing, and exercise. I also assisted with the design and development of the site, providing input on the layout and user experience.

Through this project, I gained valuable skills in research and content creation. I had to conduct extensive research on various time management techniques and strategies, and then present the information in a clear and concise manner on the webpage. I also had to learn how to effectively organize and structure the information to make it easy for users to navigate and find the information they needed. I achieved these skills by working closely with my group members and receiving feedback on my writing and research.

Overall, the project went quite well. The ground rules established at the beginning of the project helped to keep everyone on track and focused on the task at hand. The project plan was also effective in keeping us organized and on schedule. The clear roles and responsibilities assigned to each group member helped to ensure that everyone had a specific task to focus on and that the workload was evenly distributed.

One area which I at first struggled with but we together as a team worked on was communication. At first, as I personally had a busy work schedule during the holidays, found it difficult to mesh with others schedules and organise team meetings but with thorough communication we were able to figure it out and be very transparent with each other on our progresses. This also allowed us to help each other on tasks, for example helping with the “Pomodoro Perfection” logo.

Another area where our team struggled was with decision making. At times it was difficult for the team to reach a consensus on the direction of the project and make important decisions. This led to delays and conflicting ideas on how to proceed. We found that some members of the team were more vocal than others, which led to certain perspectives and ideas not being fully heard and considered. In future, it would be beneficial to establish a more formal decision-making process that allows for all team members to have an equal say that considers the different perspectives and ideas

In conclusion, this group project was a valuable learning experience that allowed me to develop my research and content creation skills. The project plan, ground rules, and roles and responsibilities were effective in keeping us organized and on schedule. However, the decision making is an area we can improve on in the future.