

Time Sheet – Owen Day

Date	Task	Time Spent	Description
10/10/13	First meeting with client	1 Hour	Initial meeting with client. However client was did not turn up to meeting. The team discussed their strengths and weaknesses and tasks were assigned to each member
17/10/13	Second meeting with client	1 Hour	Second meeting with client. We discussed what needs to be included in the project plan. Also team roles were verified with client.
23/10/13	Read all QA documents	2 Hours	Read and familiarized myself with all QA documents so I knew exactly what was required in the documents and final project.
30/10/13	Team meeting to review project plan before handing over to client	1 Hour	Meeting with team to discuss the first draft of the project plan. Everyone was happy with the initial draft and was handed over to QA manager to merge all documents into a final draft.
04/11/13	Test Plan Draft 1	3 Hours	Created a test plan table and created system tests I thought were needed according to the QA documents
06/11/13	Team meeting to review test plan before handing over to client	1 Hour	Test plan was reviewed ready for submission. More tests need to be added ready for submission
09/11/13	Test Plan Draft 2	1.5 Hours	Updated test plan to include system tests for the GUI interface
17/11/13	Setting up GitHub and sourcetree and testing to see if I can upload to GitHub successfully	1 Hour	After some trouble using sourcetree, I successfully upload a file to GitHub in the gitTest directory
20/11/13	Meeting with team to discuss next deliverable	20 Minutes	Meeting cancelled due to lack of attendance
28/11/13	Meeting with client	1 Hour	Discussed with client the issues with design document which need to be reformatted. Also discussed with client should be included in the design document
03/12/13	Write introduction for Design Document	1.5 Hours	Wrote an introduction for the design document specifying the purpose of the document, the scope, and the objectives of what the document should achieve
04/12/13	Team meeting to discuss initial draft of design document	1 Hour	Reviewed initial draft of design document. Discussed issues within the document that needs to be rectified before final draft is handed to client
05/12/13	Meeting with client	1 Hour	Meeting with client to deliver final design specification. Also discussed what should be included in the prototype
08/12/13	Installed Android Studio	2 Hours	Downloaded Android Studio and all necessary packages needed for the application. Then tried to familiarize myself with the programme ready for when I need to use it
27/01/14 – 31/01/14	Integration and Testing Week	34 Hours	Tasks included writing interfaces for JUnit testing, attempting to write code which writes to the SQLite database on the android, system testing of application, web interface and then feeding back my findings to the developers to ensure our system met the requirements of the client
05/01/14	Team meeting to discuss final report	1 Hour	Team meeting to discuss the final report. All team members were given a section each to be completed by 10/01/14

07/01/14	Write Project Test Report section for final report	2 Hours	I was assigned the role of writing the test report for the final report as I was the testing manager
10/01/14	Team meeting to discuss final report	1 Hour	Discussed my project test report as well as other peoples hand ins. New sections assigned to each member to be completed by 13/01/14. If all members complete these tasks the content for the report will be finished and just need to be compiled together.
11/01/14	Write Rebuilding and Testing section for final report	1.5 Hours	Completed rebuilding and testing section for final report.
12/01/14	Write Personal Reflective Report for final report	2.5 Hours	Wrote and completed personal reflective report for final report