**Individual Weekly Report – Week 6**

**Project: E-commerce Web Application TechPlaza**

**Role: Team Lead, Project Manager, UI/UX designer**

**Completed Tasks:**

1. **Project Management Document**: The Project Management document has been successfully written. It outlines the overall project management approach adopted at TechSystems, leveraging JIRA as the primary project management tool. The document covers the use of Kanban and Scrum boards, backlog management, dashboards and reporting, and integrations with other tools such as Bitbucket and Confluence. The project management document provides clear guidance on how the team will coordinate and execute the development of the e-commerce platform.
2. **Project Documentation Document**: The Project Documentation document has also been completed. It highlights the use of JIRA Confluence and Google Docs as key tools for software documentation at TechSystems. The document explains how Confluence is used for structured documentation linked to project management, including technical specs, project plans, meeting notes, and product requirements. It also emphasizes the collaborative nature of Google Docs for real-time collaboration and feedback. The project documentation document ensures comprehensive and accessible documentation to support the development process.

**Ongoing/In-Progress Tasks:**

* **UI Designs with Figma**: The team has started working on UI designs using Figma, collaborating closely with Kevin and Lorenc. Figma is a powerful design tool that enables the creation of interactive and visually appealing user interfaces. The ongoing work involves translating the user cases and requirements into intuitive and engaging UI designs that align with the project goals. Regular feedback sessions and iterations are conducted to ensure the designs meet the desired aesthetics and user experience.