MCI Project Weekly Time Sheet

Team 5 **Student ID** a1866621   **Week starting:**   6-Mar

Day	Date	Time In	Time Out	Total hours	Task	How does it fit ito project plan?	Outcome/Next action
Monday	6/03/2023	7:00:00 PM	11:00:00 PM	4	Prototype building	transfer business requirments to system requirement	Communicate with Client based on the prototype
Tuesday	7/03/2023	7:00:00 PM	11:00:00 PM	4	watching lecture recording, learning database	understood the relationship based database, E-R model, got the idea of database designing	implement designings for the system
Wednesday	8/03/2023	11:00:00 AM	12:30:00 PM	1.5	ad-hoc team meeting	schedule daily stand up meeting and other agreements	make us colaborate better
Wednesday	8/03/2023	1:30:00 PM	3:30:00 PM	2	investigating cloud database server	made up the architecture of the system	set up
Wednesday	8/03/2023	4:00:00 PM	6:00:00 PM	2	attending the workshop about pitch presentation, and discussed it with team	be aware of good pitch and bad pitch	working on pitch
Wednesday	8/03/2023	7:00:00 PM	11:00:00 PM	4	set up cloud database server, connect it to local enviroment	made up the architecture of the system	help other group members connect to it
Thursday	9/03/2023	9:00:00 AM	11:00:00 AM	2	learning how node.js work	Got basic knowledge for the backend development	learning how node.js operates mysql
Friday	10/03/2023	8:30:00 AM	12:30:00 AM	4	Looking for pitch slides template and adjusted it to our topic.	Finished with a good frame.	communicate my thoughts with team members
Friday	10/03/2023	9:00:00 PM	10:00:00 PM	1	helping team members set up local environment	makes us colaborate better	none
Saturday	11/03/2023	3:00:00 PM	4:00:00 PM	1	Weekly team meeting	makes us colaborate better	implement the plan for next week
Saturday	11/03/2023	4:00:00 PM	5:00:00 PM	1	meeting minutes; Pitch slides update(split into 4 parts)	record team agreements	make us colaborate better
Saturday	11/03/2023	7:00:00 PM	9:00:00 PM	2	learning how node.js operates mysql	Got basic knowledge for the backend development	practice it a bit
Sunday	12/03/2023	8:30:00 AM	9:30:00 AM	1	weekly documentation update	timesheet and meeting minutes	get better time management
			Total	29.5			

MCI Project Weekly Time Sheet

| Team | 5 | Student ID | a1866621 | | | | Week starting: | 28-Feb |

Day	Date	Time In	Time Out	Total hours	Task	How does it fit ito project plan?	Outcome/Next action
Monday	27/02/2023	7:00:00 PM	11:00:00 PM	4	Lecture recording, read assigned project description; apply for change	Project initialisation	Change project/group
Tuesday	28/02/2023	11:00:00 AM	13:00:00 pm	2	Meet new group members, schedule kick-off meeting,Read new project description	made meeting agenda	Kick-off meeting with client
Wednesday	1/03/2023	7:00:00 AM	12:00:00 PM	5	Requirements analysis; Kick-off meeting	Communication with the client, good understanding of business requirements	Transfer requirements to system function design
Thursday	2/03/2023	7:00:00 AM	10:00:00 AM	3	Git reps setting(group);SEP slides review	Knowledge preparation and git workspace preparation	Agreement of group
Friday	3/03/2023	7:00:00 AM	13:00:00 pm	6	Project task management; user story management, priority management	Task facilitator	Clear-mind about what to do
Saturday	4/03/2023	9:00:00 AM	11:00:00 AM	2	Week1 documentation;	week timesheet updated. Project assets review	Week2 preparation
			Total	22			

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Day	Date	Time In	Time Out	Total hours
Monday	13/03/2023	8:30:00 AM	10:30:00 AM	2
Monday	13/03/2023	3:30:00 PM	6:30:00 PM	3
Monday	13/03/2023	7:30:00 PM	9:00:00 PM	1.5
Tuesday	14/03/2023	4:00:00 PM	5:00:00 PM	1
Wednesday	15/03/2023	10:00:00 AM	11:30:00 AM	1.5
Wednesday	15/03/2023	4:00:00 PM	5:00:00 PM	1
Thursday	16/03/2023	7:00:00 PM	9:00:00 PM	2
Thursday	16/03/2023	8:00:00 PM	10:00:00 PM	2
Friday	17/03/2023	4:00:00 PM	6:00:00 PM	2
Friday	17/03/2023	8:00:00 PM	9:30:00 PM	1.5
Saturday	18/03/2023	4:00:00 PM	9:00:00 PM	5
Sunday	19/03/2023	8:00:00 PM	10:00:00 PM	2
			Total	24.5

Task	How does it fit ito project plan?
was working on 'what' part of pitch slides	made the whole content of pitch better
discussed the 'how' part with Shuxiao, draw the architecture slide in pitch	made the whole content of pitch better
reviewed and commented 'why' and 'perspective' part, give team member my support	made the whole content of pitch better
attend zoom leture on pitch critieria	gave me useful advice on slides preparation
weekly meeting	Received feedback of pitch slides from client
attend scheduled workshop on git	helped me to use the 'issue' feature
fix the installation problem on MYSQL workbench on Macbook	solved with python 2.7 and archived workbench version finally
improve pitch slides based on client's feedback	correct understanding on requirements and the exprectation of the project
looking for similar project solution with open source	we won't have to code from scratch
learning git	makes the code management well orgnized
slides peer review; presentation practice	improve pitch presentation
update project documents	makes decisions and progress traceable

Outcome/Next action
review the result of 'what' part
review the result of 'how' part
review the result of 'why' and 'perspective' part
improve pitch presentation
improve pitch slides based on client's feedback
practice it in project
work on database management with peer together
slides peer review
found a resource, will read the source code
learned how to solve conflicts during merge
video record
meeting minutes updated, timesheet updated