

MCI Project Weekly Time Sheet

Team

5 Student ID a1866621

Week starting:

13-Mar

Day	Date	Time In	Time Out	Total hours	Task	How does it fit into project plan?	Outcome/Next action
Monday	13/03/2023	8:30:00 AM	#####	2	was working on 'what' part of pitch slides	made the whole content of pitch better	review the result of 'what' part
Monday	13/03/2023	3:30:00 PM	6:30:00 PM	3	discussed the 'how' part with Shuxiao, draw the architecture slide in pitch	made the whole content of pitch better	review the result of 'how' part
Monday	13/03/2023	7:30:00 PM	9:00:00 PM	1.5	reviewed and commented 'why' and 'perspective' part, give team member my support	made the whole content of pitch better	review the result of 'why' and 'perspective' part
Tuesday	14/03/2023	4:00:00 PM	5:00:00 PM	1	attending zoom lecture on pitch criteria	gave me useful advice on slides preparation	improve pitch presentation
Wednesday	15/03/2023	10:00:00 AM	#####	1.5	weekly meeting	Received feedback of pitch slides from client	improve pitch slides based on client's feedback
Wednesday	15/03/2023	4:00:00 PM	5:00:00 PM	1	attending scheduled workshop on git	helped me to use the 'issue' feature	practice it in project
Thursday	16/03/2023	7:00:00 PM	9:00:00 PM	2	fixing the installation problem on MYSQL workbench on Macbook	solved with python 2.7 and archived workbench version finally	work on database management with peer together
Thursday	16/03/2023	8:00:00 PM	#####	2	improving pitch slides based on client's feedback	correct understanding on requirements and the expectation of the project	slides peer review
Friday	17/03/2023	4:00:00 PM	6:00:00 PM	2	looking for similar project solution with open source	we won't have to code from scratch	found a resource, will read the source code
Friday	17/03/2023	8:00:00 PM	9:30:00 PM	1.5	learning git	makes the code management well organized	learned how to solve conflicts during merge
Saturday	18/03/2023	4:00:00 PM	9:00:00 PM	5	slides peer review; presentation practice	improve pitch presentation	video record
Sunday	19/03/2023	8:00:00 PM	#####	2	updating project documents	makes decisions and progress traceable	meeting minutes updated, timesheet updated
Total				24.5			