

MCI Project Weekly Time Sheet

Team 5 Student ID a1866621 Week starting: 22-May

Day	Date	Time In	Time Out	Total hours	Task	How does it fit into project plan?	Outcome/Next action
Wednesday	24/05/2023	1:00:00 PM	4:00:00 PM	3	implement the limitation that a package can only be borrowed by a student once;	make progress towards milestone 2	support frontend integration
		4:00:00 PM	5:00:00 PM	1	team discussion on final presentation	internal communication management	start working on final presentation according to agreement
		5:00:00 PM	6:00:00 PM	1	discuss the poster presentation with Shuxiao	plan tasks with priority	start working on final presentation according to agreement
Thursday	25/05/2023	9:00:00 AM	12:00:00 AM	3	implement auto email reminder on the due date and after due date.	make progress towards milestone 2	support frontend integration
		1:00:00 AM	7:00:00 PM	6	implement email log table and APIs; implement fuzzy search; implement equipment name cascade; handle return_date source change; Backend branch integration regression testing.	make progress towards milestone 2	support frontend integration
Friday	26/05/2023	10:00:00 AM	12:00:00 AM	2	watch the presentation videos of senior students	help to design our presentation	working with peer together
		1:00:00 PM	2:00:00 PM	1	browsing posters online	help to design our presentation	working with peer together
		3:00:00 PM	4:00:00 PM	1	client meeting	stakeholder communication management	adjust code based on client's feedback
		4:00:00 PM	5:30:00 PM	1.5	learn from the posters of senior students	help to design our presentation	working with peer together
Saturday	27/05/2023	9:00:00 AM	11:00:00 AM	2	learn designing tools for poster creation	help to design our presentation	poster draft
		11:00:00 AM	12:00:00 PM	1	review pitch slides	help to design our presentation	poster draft
		1:30:00 AM	3:00:00 PM	1.5	working with Shuxiao on poster designing	part of final presentation	poster draft
		3:30:00 AM	6:00:00 PM	2.5	working on poster individually	part of final presentation	poster draft
Sunday	28/05/2023	5:00:00 PM	6:00:00 PM	1	pull main branch and review the issue list on github, update the status according to our deliveries	progress management	plan for next week
		6:30:00 PM	7:00:00 PM	0.5	review API documents	progress management	plan for next week
		7:00:00 PM	7:30:00 PM	0.5	update project document	record working hours	prepare for next week
Total				28.5			