

MCI Project Weekly Time Sheet

Team 5 Student ID a1866621 Week starting: 15-May

Day	Date	Time In	Time Out	Total hours	Task	How does it fit into project plan?	Outcome/Next action
Monday	15/05/2023	5:00:00 PM	9:00:00 PM	4	improve course package APIs	support frontend integration	support frontend integration
Tuesday	16/05/2023	4:00:00 PM	9:00:00 PM	5	implement type package APIs	make progress towards milestone 2	support frontend integration
Wednesday	17/05/2023	4:00:00 PM	5:00:00 PM	1	team discussion on testing and integration	make progress towards milestone 2	support frontend integration
		5:00:00 PM	6:00:00 PM	1	review meeting minutes and backend to do list	plan tasks with priority	execute tasks as planned
		6:00:00 PM	10:00:00 PM	4	testing APIs and fix bugs	make progress towards milestone 2	support frontend integration
Thursday	18/05/2023	9:00:00 AM	4:00:00 PM	7	investigate and implement auto reminder mailing	make progress towards milestone 2	discuss detailed requirements(reminder rules) with client
Friday	19/05/2023	3:00:00 PM	4:00:00 PM	1	client meeting	stakeholder communication management	adjust code and priority based on client's feedback
		4:00:00 PM	8:00:00 PM	4	improve course APIs based on feedback from Frontend	make progress towards milestone 2	support frontend integration
Saturday	20/05/2023	9:00:00 AM	11:00:00 AM	2	improve auto reminder file structure	improve code readability	discuss detailed requirements(reminder rules) with client
		10:00:00 PM	10:30:00 PM	0.5	update project documents	project asset management	plan for next week
Total				29.5			