

MCI Project Weekly Time Sheet

Team

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Week starting:

27/03/2023

Day	Date	Time In	Time Out	Total hours	Task	How does it fit into project plan?	Outcome/Next action
Monday	27/03/2023	8:00:00 AM	11:00 AM	3	explore the feasibility of using low-code frontend platform	frontend building	did not find a suitable one
		11:00:00 AM	1:00 PM	2	search for responsive UI lib	frontend building	react and AntD can be used next action is watching lecture video
Tuesday	28/03/2023	8:00:00 AM	11:00 AM	3	watch lecture recording	learn project management knowledge	build business case & draft plan
		11:00:00 AM	3:00 PM	4	create milestone timeline	business case & draft plan document building	pitch Q&A session
Wednesday	29/03/2023	9:00:00 AM	11:00 AM	2	watch pitch presentations of other groups and ask questions	pitch Q&A session	answer others' questions
		11:00 AM	12:00 PM	1	answer pitch questions from other groups	pitch Q&A session	improve business case & draft plan
Thursday	30/03/2023	8:00:00 AM	12:00 PM	4	business case & draft plan refinement	improve milestone timeline	set up front end
Friday	31/03/2023	8:00:00 AM	11:00 AM	3	adjust frontend layout	frontend building	set up front end pages
		12:00:00 PM	5:00 PM	5	set up front end pages	frontend building	continue building frontend according to the plan
Total				27			