**RECORD OF TASKS:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Planned Action | Planned Outcome | Started on | Time Taken | Criterion |
|  | Finding a client | Get a suitable client | 18th Nov  2019 | 1 month | A |
|  | Speaking to Infirmary doctor | A casual talk with the school doctor as I have identified the doctor to be a potential client | 4 Feb 2020 | 15 min | A |
|  | Speaking to Teacher | Asking the advice and permission form teacher to make the Doctor my client | 4 Feb  2020 | 10 min | A |
|  | First Client Interview | Getting to know and understand the problems the doctor is facing | 5 Feb 2020 | 1 hour | A |
|  | Second Client Interview | Proposal for solution | 7 Feb 2020 | 1 hour | A |
|  | Designing the product | Make a design overview to depict the look and working of the solution | 10 Feb  2020 | 3 hours | B |
|  | Approval of design by client | Show design to client and get the clients approval | 11 Feb 2020 | 15 min | B |
|  | Working on criteria B | Drawing a basic functionality diagrams, system flow, dataflow etc. | 20 Feb  2020 | 24 hours | B |
|  | Learning PHP | Beginning to learn PHP from the Udemy course recommended by teacher | 1 June  2020 | 2 months | C |
|  | Starting to code | Start coding a basic design with the links, creating files with proposed script name, and functionality. | 15 June  2020 | 4 days | C |
|  | Code Navigation bar | Start designing the back-end part of navigation bar and | 17 June  2020 | 4 hours | C |
|  | Coding Forms | Start creating the backend and basic UI for Forms | 18 June  2020 | 8 hours | C |
|  | Code PDF functionality | Learn TCPDF library and code the PDF generation functionality | 20 June  2020 | 1 day | C |
|  | WebEx meeting with teacher | To show my progress, get feedback and ask how to proceed about the search functionality | 3 July 2020 | 1 hour | C |
|  | Working on feedback given by teacher | making use of functions, reducing redundancies, adding more complexities. | 4 July 2020 | 5 days | C |
|  | A talk with client | Letting the client know of the progress that has been made. | 5 July  2020 | 15 min | A and B |
|  | Changing the “General Register” to “OPD” | Changing the name “General Register” in the code and website to “OPD” and likewise as client asked to do so | 5 July  2020 | 15 min | C |
|  | Working on Search functionality | Coding the function that generates search query based on user input | 5 July  2020 | 24 hours | C |
|  | Working on the Medicine Report part | Coding the medicine report part | 7 July  2020 | 24 hours | C |
|  | Improving the ascetics | Adding CSS styles and using font awesome icons to improve the look of the website | ‎12 July  2020 | 4 days | C |
|  | A WebEx meet with client | A WebEx meeting with client to help install the prototype on client’s computer | 17 July  2020 | 1 hour | E |
|  | Alpha testing | Coding a Random entry generator to simulate the website for large number of data and testing the website for bugs | 18 July  2020 | 1 day | C |
|  | Fixing the bugs | Refining the code and removing bugs | 20 July  2020 | 5 days | C |
|  | Working on the login system | Coding the login, logout and change password and username part | 28 Sept  2020 | 7 days | C |
|  | Video of website | making video of websites functionality | 23 Oct | 45 min | D |
|  | Getting Approval for Web Hosting | Getting the required permission for hosting the website on school’s server | 28 Oct 2020 | 1 hour |  |
|  | Video of Website | Making video of website and sending it to client. | 17 Nov  2020 | 1 hour | E and D |
|  | Client feedback | Sending feedback form to client | 22 Nov  2020 | 1 hour | E |
|  | Feedback for search functionality | Asking for Search Feedback functionality as I had forgotten to include it in feedback form | 23 Nov  2020 | 10 min | E |
|  | Hosting the Website | Sending code to IT department and getting the website hosted | 26 Nov 2020 | Initiated | C |