Chapter 1

Test Charts

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Date	Milestone	Morning	Afternoon
20-Apr-20	Kick-off	Task division and start-up, system description	
21-Apr-20		Work Flow Diagram, getting familiar with MS Projects	Work Flow Diagram, Organogram
22-Apr-20		Division and description of technical tasks, finished organogram and started writing about it	Writing up complete organizational structure, Quality control of risk part
23-Apr-20		meeting with OSSA, Gantt chart first set-up and managing task division	Gantt chart, efficient task division and DID control
24-Apr-20	DID 1: Project Plan	Gantt chart	Gantt chart and finalizing report for deadline
27-Apr-20	-		-
28-Apr-20		Internal Planning meeting, weekly status meeting, Functional flow diagram	OSSA meeting, functional flow diagram, Risk Assesment
29-Apr-20		Risk Management	Risk Management
30-Apr-20		Risk, Gantt, Requirement Discovery Tree	Requirements, Design Option Tree
1-May-20		Requirements	Requirements, Design Operation Tree, Executive overview
4-May-20	DID 2: Baseline Report	Weekly meeting, Requirements, Design Operation Tree, Executive overview, QC	Quality Control of Report, Technical Risk, Executive Overview
5-May-20	-		-
6-May-20		Peer reviewing other reports	rounding up peer review, testing Workast (interactive todo list TODO list)
7-May-20	Baseline Review	Fixing slides for presentation and listening and checking practice round presentation	Baseline Review, Brainstorm session/meeting how to go further, requirements improvement
8-May-20		Reassigning tasks, last input on baseline setup, Improving requirements	Meeting Bart, OSSA meeting, Risk chapter improvement
11-May-20		Gantt chart and Workast, weekly meeting, sustainability round-up	sustainability round-up, set-up midterm phase (talk to OSSA), big review of Gantt
12-May-20		Scientific Return Trade-off, meeting with Bart	Scientific Return Trade-off
13-May-20		meeting OSSA, big restructuring Gantt + TODOs, Scientific Return Trade-off	Scientific Return Trade-off
14-May-20		Scientific return Trade-off	QC Trade-off chapters + design of Sensitivity analysis tool
15-May-20		Sensitivity analysis (+reporting), Meeting OSSA, planning last 3 days.	Organisational restructuring, Trade-off, implement QC in science chapter
18-May-20		weekly meeting prep, week planning, checking deliverables, s/c configuration	Introducing Marnix to Gantt and PM function, C&DH diagram
19-May-20		task division and planning QC, CDH diagram	N/A (attending funeral)
20-May-20	DID 7: MTR	CDH, Sensitivity analysis improvement, QC	QC and implementing comments, setting up agendas for 2 meetings next week