Individual Work Log

PROJECT NAME:	**Genealogy Application / Website**		
STUDENT NAME:	**Marco Giacoppo**		
STUDENT ID:	**104071453**	**WEEK # (& dates covered):**	**Week 6 (02/09/2024 – 05/09/2024)**

TASKS	STATUS	TIME SPENT	ACTION ITEM/NOTE
Attended the seminar	Completed	1 hour	
Meeting with supervisor and talked about updates	Completed	30 minutes	
Meeting with client to talk about the requirements	Completed	1 hour	
Had a meeting with most of the team member	Completed	2 hours	
Discussed on how to tackle this new topic and what to do throughout the break	Completed	2 hours	
TOTAL WEEKLY TIME SPENT		**8 hours 15 minutes**	

TASKS PLANNED FOR NEXT WEEK	EXPECTED COMPLETION
Start researching on the new topic	End of week 7
Tweak all the stuffs on confluence, jira, etc.	End of week 7

Summary/weekly reflection for Week #:

- *Attended the seminar and have some ideas on what to do.*
- *Had a meeting with Harsharan and discussed on what to do for the new topic*
- *Had a meeting with some of the group members regarding this*
- *Discussed on how to approach and start to delegate work to each other*
- *Had a meeting with the client and asked about the project just so we have a big idea on what he wants*
- *Had another meeting with everyone to discuss on the topic*