

MCI Project Weekly Time Sheet

Team 19		Student ID a1788871		Week starting: 7			
Day	Date	Time In	Time Out	Total hours	Task	How does it fit into project plan?	Outcome/Next action
Monday	25/4/2022	8:00 PM	11:00 PM	3	Catch up all the new knowledge and get ready for the second half of the semester.	In my personal schedule, it is a transition period from mid-term break to the second half of the semester because it will be getting much more work to do.	Revised what had completed before the mid-term break and catch up the speed of study.
Tuesday	26/4/2022	2:00 PM	8:00 PM	6	First general group meeting to catch up with each other in the team. Watch the lecture recordings.	Allocate new tasks of the team to keep processing the project. Clarify every step of the project.	Update every team member's progress, get ready for processing the project with the team. Catch up what the lecturer taught by watching the lecture recording.
Wednesday	27/4/2022	3:00 PM	9:00 PM	6	Complete the data extraction and doing research of how to process the input files and accept by the system.	Start trying to input files and generate output in the created webpage.	Successfully extracting data catalog. Successfully generate the output page.
Thursday	28/4/2022	5:00 PM	10:00 PM	5	Start analysing how to write the milestone1 report. General client meeting to discuss the features of our software and present the update of the project.	After the half of the semester, the project should show something out to the client and get feedback to make further enhancement.	Had a brief understanding the structure of the milestone1 report and know how to write the milestone 1. Received feedback from the client about our work.
Friday	29/4/2022	3:00 PM	9:00 PM	6	Second general group meeting to discuss what the client said and what the team should do in the following days. Allocate the role to write the milestone1 report.	Get ready for starting new tasks of the project, by getting feedback from the client and allocating the structure of the milestone1 of the project.	Know what the team should improve and what are the tasks that in high priority we need to do. Start writing the milestone1 report.
Saturday	30/4/2022	3:00 PM	9:00 PM	6	Start working on milestone1 report. Learn how to create a small window to store details of the input data showing in the webpage by using javascript.	Processing the milestone1 of the project. Get new challenge of the front-end deployment.	Contribute on the reflection parts of the milestone1 report and write something new in the report.
Total				32			