

MCI Project Weekly Time Sheet

Team 19		Student ID a1811379		Week starting: 6			
Day	Date	Time In	Time Out	Total hours	Task	How does it fit into project plan?	Outcome/Next action
Monday	04/04/2022	10:00 AM	4:00 PM	6	Start working on the business case & draft plan. Attend the lecture and watch the recording of the lecture slides.	Complete expected assignments for the week. Make more progress on the work the project team is doing now.	Complete most of the draft plan, understand the content in the lecture
Tuesday	05/04/2022	12:00 PM	7:00 PM	7	Complete the peer review for the pitch presentation. Complete draft plan of my part.	Peer review helps us to learn from other group members. Answering questions can give us a better understanding of our own projects.	Complete the peer review and draft plan of my part.
Wednesday	06/04/2022	11:00 AM	4:00 PM	5	The group meeting checks the completion of their respective parts and conducts a final inspection to fill in the gaps. Make the final submission for the business case & draft plan.	Let each team member know the completion of other people's tasks, and ensure that everyone submits the best version of draft plan	Complete the group discussion and submit the draft plan
Thursday	07/04/2022	9:00 AM	3:00 PM	6	Attend lectures and workshop, ask questions to the client. Record meeting content	Let us know where the next project efforts are heading	Digest the content in the workshop, organize meeting content into notes and upload to discord
Friday	08/04/2022	11:00 AM	2:00 PM	3	Start to working at coding, Find a way to visualize the data flow, learn Instructional video 1-4 chapter	Data visualize is an important part of the first part of the project. After watching the video, I have a deeper understanding of data	Watch the video, digest and absorb knowledge in chapters 1-4
Saturday	09/04/2022	10:00 AM	12:00 PM	2	Still working on the data visualize study, learn Instructional video 4-9 chapter	Data visualize is an important part of the first part of the project. After watching the video, I have a deeper understanding of data flow	Watch the video, digest and absorb knowledge in chapters 4-9
Total				29			