**Weekly Report**
Week 02 (12/02/2024 – 17/02/2024)

| Activity | Duration | | Progress | Assigned to |
|---|---|---|---|---|
| | Start date | End Date | | |
| Learn Jira and get started for project management. | 12/02/2024 | 15/02/2024 | Complete | Collaborative |
| Create project proposal | 15/02/2024 | 17/02/2024 | Complete | Collaborative |