**Diary - Kresimir Bukovac**

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| Date | 4/03/2015 |
| Action | Gathered together a group of four skilled individuals. |
| Time Expected | 2 weeks. |
| Time Taken | 3 days. |
| Problems | I needed to find people with specific skills to make a well-rounded team. I would like to have one more member on the team. |
| Solutions | I analysed the project beforehand and declared how many members we needed to fill each role. I will look for a fifth person as soon as possible. |

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| Date | 4/03/2015 |
| Action | I emailed out the contact details and method to all of the group members. |
| Time Expected | 2 minutes. |
| Time Taken | 2 minutes. |
| Problems | None. |
| Solutions | None. |

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| --- | --- |
| Date | 4/03/2015 |
| Action | Briefly discussed possible paths and options for the project based off of what we currently know is required of us with the other team members. |
| Time Expected | 10 minutes. |
| Time Taken | 5 minutes. |
| Problems | We don’t know much about the project at the current date. |
| Solutions | We will speak with the client next week. |

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| --- | --- |
| Date | 11/03/2015 |
| Action | I found a fifth person to join the team as a chief programmer. |
| Time Expected | 2 weeks. |
| Time Taken | 3 days. |
| Problems | None. |
| Solutions | None. |

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| --- | --- |
| Date | 11/03/2015 |
| Action | I updated the group member list and distributed it to all of the members in our group chat on Skype. |
| Time Expected | 1 minute. |
| Time Taken | 1 minute. |
| Problems | None. |
| Solutions | None. |

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| Date | 12/03/2015 |
| Action | I organised with the group for our weekly team meetings to be at 3:30pm on Tuesdays after the first meeting with the client. |
| Time Expected | 10 minutes. |
| Time Taken | 5 minutes. |
| Problems | There were many timetable clashes between the team members. |
| Solutions | We had to check all of our available times and Timothy had to change their plans to fit with everyone else’s availability. |

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| --- | --- |
| Date | 13/03/2015 |
| Action | I designed a questionnaire and gave it to the rest of the team to add their questions to for the client meeting. |
| Time Expected | 10 minutes. |
| Time Taken | 20 minutes. |
| Problems | I didn’t know much about the project at all. |
| Solutions | I designed the questionnaire to have general questions on which we could expand on during the client meeting. |

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| Date | 14/03/2015 |
| Action | I began working on the project documentation for analysis and feasibility studies. |
| Time Expected | 2 hours. |
| Time Taken | 1 hour 30 minutes. |
| Problems | There was not much information to work off. |
| Solutions | I wrote simple documents on what I know the project was about. |

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| Date | 17/03/2015 |
| Action | Due to time clashes with one of the members’ other business and the time of the meeting, I had to change the team meeting time to 12:30pm every Tuesday. |
| Time Expected | 10 minutes. |
| Time Taken | 5 minutes. |
| Problems | I had to re-evaluate everyone’s schedules once again and this issue may occur again. |
| Solutions | I picked a time that seemed to fit everyone’s timetable the best. |

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| --- | --- |
| Date | 18/03/2015 |
| Action | I established a Github repository and told the other team members to create accounts for me to invite them into the repository. |
| Time Expected | 5 minutes. |
| Time Taken | 15 minutes. |
| Problems | It was the first time I had ever used Github. |
| Solutions | I learnt how to work Github and invite people into the team repository. |

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| --- | --- |
| Date | 18/03/2015 |
| Action | Due to new clashes with the time of the meeting, I requested everyone to send me an updated timetable, so that I could re-evaluate the team meeting time. |
| Time Expected | 1 day. |
| Time Taken | 3 days. |
| Problems | There was some delay in getting a response from all of the team members online. |
| Solutions | I had to bring the topic up in person with the team members. |

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| --- | --- |
| Date | 18/03/2015 |
| Action | We had a client meeting as a team to gather the requirements for the project. |
| Time Expected | 10 minutes. |
| Time Taken | 25 minutes. |
| Problems | Our questions were too general. |
| Solutions | We expanded on our questions to gather more specific requirements as the meeting progressed and we learnt more about the project. |

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| --- | --- |
| Date | 18/03/2015 |
| Action | We took notes on the requirements and project specifications during the client meeting. |
| Time Expected | 10 minutes. |
| Time Taken | 25 minutes. |
| Problems | The meeting was fast-paced. |
| Solutions | We all took notes to be compiled together at the end. |

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| --- | --- |
| Date | 19/03/2015 |
| Action | With the information we got from the client, I estimated how long the project would take to complete in person-months. |
| Time Expected | 5 minutes. |
| Time Taken | 5 minutes. |
| Problems | There is no accurate way to guess the lines of code that will be produced. |
| Solutions | With my experience in programming, I thought of what functions would be required in the system and how big they would be to get a rough estimate. |

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| --- | --- |
| Date | 23/03/2015 |
| Action | I wrote up a memo for tomorrow’s team meeting and sent it out to all of the team members. |
| Time Expected | 25 minutes |
| Time Taken | 15 minutes. |
| Problems | None. |
| Solutions | None. |

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| --- | --- |
| Date | 24/03/2015 |
| Action | I compiled all of the team members’ notes on the client meeting and uploaded it to Github. |
| Time Expected | 1 hour. |
| Time Taken | 35 minutes. |
| Problems | Github uses text files. |
| Solutions | I had to re-format the document to look nice. |

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| --- | --- |
| Date | 24/03/2015 |
| Action | I set up all of the documentation files that will most likely be needed throughout the project’s life on Github for the entire team to have access to and be able to add to. |
| Time Expected | 5 minutes. |
| Time Taken | 3 minutes. |
| Problems | None. |
| Solutions | None. |

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| --- | --- |
| Date | 24/03/2015 |
| Action | We had a 3-man (Kresimir/Darryl/Ali) team meeting to discuss what we know of our requirements so far and begin planning for design possibilities and our next client meeting. |
| Time Expected | 30 minutes. |
| Time Taken | 45 minutes. |
| Problems | We were still in shallow waters in terms of what was required. |
| Solutions | We made templates of what could be required of us for us to use later on. |
| Date | 24/03/2015 |
| Action | After discussing with Darryl and Ali what tasks we would assign the other two members would do, I sent them an email, telling them to read all the products of this meeting and develop further questions. |
| Time Expected | 5 minutes. |
| Time Taken | 5 minutes. |
| Problems | None. |
| Solutions | None. |

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| Date | 29/03/2015 |
| Action | I had to slightly re-assign team roles because Timothy left the team. |
| Time Expected | 10 minutes. |
| Time Taken | 2 minutes. |
| Problems | None. |
| Solutions | None. |

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| Date | 31/03/2015 |
| Action | I made small changes to the layout of the files on Github. |
| Time Expected | 10 minutes. |
| Time Taken | 30 minutes. |
| Problems | I am still unfamiliar with Github and the functionality of Github seems to be really restricted. |
| Solutions | I learnt more about Github and then made changes to make working with the files easier for the team members. |

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| --- | --- |
| Date | 31/03/2015 |
| Action | The team members all had a brief chat and we mutually agreed to have our weekly meetings at 9:30am on Wednesdays. |
| Time Expected | 2 minutes. |
| Time Taken | 2 minutes. |
| Problems | None. |
| Solutions | None. |

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| --- | --- |
| Date | 31/03/2015 |
| Action | I thought of questions to ask the client in tomorrow’s client meeting and put them on Github for others to add on to. |
| Time Expected | 10 minutes. |
| Time Taken | 5 minutes. |
| Problems | We only had general requirements specified to us. |
| Solutions | I based my questions on the requirements we received in the previous client meeting to ask for more specific requirements. |

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| --- | --- |
| Date | 31/03/2015 |
| Action | I wrote up a memo for tomorrow’s team meeting and sent it out to all of the team members. |
| Time Expected | 25 minutes |
| Time Taken | 15 minutes. |
| Problems | None. |
| Solutions | None. |

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| --- | --- |
| Date & Time | 01/04/2015 |
| Action | We conducted our second team meeting, showing the other members what work we had done since the last team meeting in order to gain suggestions and/or acceptance of the quality of our work. |
| Time Expected | 1 hour. |
| Time Taken | 1 hour. |
| Problems | None. |
| Solutions | None. |

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| --- | --- |
| Date | 01/04/2015 |
| Action | I created and uploaded a class diagram of the system to Github. |
| Time Expected | 30 minutes. |
| Time Taken | 1 hour 10 minutes. |
| Problems | It was my first time using ArgoUML, so I had difficulties with specific aspects of the design of the class diagram. |
| Solutions | I eventually figured out the program and was able to slowly design the class diagram. |

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| Date & Time | 01/04/2015 |
| Action | I reminded everyone to keep a constant diary of all their project-related work whenever they do anything. |
| Time Expected | 20 seconds. |
| Time Taken | 20 seconds. |
| Problems | None. |
| Solutions | None. |

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| --- | --- |
| Date & Time | 01/04/2015 |
| Action | We conducted our second client meeting and showcased all of our plans to receive feedback and gather more specific requirements. |
| Time Expected | 30 minutes. |
| Time Taken | 35 minutes. |
| Problems | None. |
| Solutions | None. |

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| --- | --- |
| Date | 02/04/2015 |
| Action | I compiled the notes the team had taken during the second team meeting and uploaded it to Github. |
| Time Expected | 30 minutes. |
| Time Taken | 35 minutes. |
| Problems | There were a few discrepancies in our notes. |
| Solutions | I spoke with the team members in order to clarify what the requirements were. |

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| --- | --- |
| Date | 04/04/2015 |
| Action | I created skeleton files with all of the classes and/or procedures for all of our code and uploaded them to Github. |
| Time Expected | 1 hour. |
| Time Taken | 35 minutes. |
| Problems | The skeleton files are just a start to the implementation of the project and are subject to change. |
| Solutions | I made the skeleton to the best of my ability so that in the future when the requirements change, the files can be edited as easily as possible. |

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| --- | --- |
| Date | 09/04/2015 |
| Action | I revised and re-designed the class diagram to better suit the requirements. |
| Time Expected | 45 minutes. |
| Time Taken | 30 minutes. |
| Problems | The class diagram I made encompassed the diamond of doom. |
| Solutions | I looked at ways to solve the problem but could not find anything apart from removing some generalisations or using virtual functions in c++. |

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| --- | --- |
| Date | 09/04/2015 |
| Action | I re-designed the skeleton code files to feature the changes I had made in the class diagram. |
| Time Expected | 45 minutes. |
| Time Taken | 30 minutes. |
| Problems | The class diagram I made encompassed the diamond of doom. |
| Solutions | I implemented the use of virtual functions into the class skeletons. |

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| --- | --- |
| Date | 13/04/2015 |
| Action | I added more details to the feasibility study based off any new information I had become aware of. |
| Time Expected | 30 minutes. |
| Time Taken | 40 minutes. |
| Problems | None. |
| Solutions | None. |
| Date | 14/04/2015 |
| Action | I wrote up a memo for tomorrow’s team meeting and sent it out to all of the team members. |
| Time Expected | 25 minutes |
| Time Taken | 15 minutes. |
| Problems | None. |
| Solutions | None. |

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| --- | --- |
| Date | 15/04/2015 |
| Action | We conducted our third team meeting, showing the other members what work we had done since the last team meeting in order to gain suggestions and/or acceptance of the quality of our work. |
| Time Expected | 1 hour. |
| Time Taken | 1 hour. |
| Problems | None. |
| Solutions | None. |

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| --- | --- |
| Date | 15/04/2015 |
| Action | I assigned roles to each of the other members, detailing what needed to be done by next week’s lecture. |
| Time Expected | 10 minutes. |
| Time Taken | 7 minutes. |
| Problems | None. |
| Solutions | None. |

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| Date | 18/04/2015 |
| Action | I finalised the risk analysis and management plans for the project and the format of the document. |
| Time Expected | 2 hours. |
| Time Taken | 1 hour 15 minutes. |
| Problems | None. |
| Solutions | None. |

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| --- | --- |
| Date | 19/04/2015 |
| Action | I reminded each member of their job and checked their progress on what they were assigned to do. |
| Time Expected | 10 minutes. |
| Time Taken | 10 minutes. |
| Problems | None. |
| Solutions | None. |

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| Date | 20/04/2015 |
| Action | I gathered everyone’s finished documentation. |
| Time Expected | 5 minutes. |
| Time Taken | 3 minutes. |
| Problems | None. |
| Solutions | None. |

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| --- | --- |
| Date | 21/04/2015 |
| Action | I wrote up a memo for tomorrow’s team meeting and sent it out to all of the team members. |
| Time Expected | 25 minutes |
| Time Taken | 15 minutes. |
| Problems | None. |
| Solutions | None. |

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| --- | --- |
| Date | 21/04/2015 |
| Action | I compiled everyone’s documentation into one report. |
| Time Expected | 2 hours 30 minutes. |
| Time Taken | 3 hours 50 minutes. |
| Problems | Everyone’s document had a completely different format. |
| Solutions | I had to go through each document and make it as consistent as possible. |