MCI Project Weekly Time Sheet

Team   LS1   **Student ID**   a1906510   **Week starting:** March, 24 (Week 4)

Day	Date	Time In	Time Out	Total hours	Task	How does it fit ito project plan?	Outcome/Next action
Monday	March, 24	9:00 AM	1:00 PM	4	Reviewed Pitch requirements and confirmed team division; assigned Manager perspective to self	Clarified focus for presentation and started outlining points	Drafted bullet points of key Manager-side features
Tuesday	March, 25	10:00 AM	6:00 PM	8	Wrote speech script for Manager section, covering login, add item, assign task, and history view	Prepared core content for slides and video pitch	Finished draft and shared for team feedback
Wednesday	March, 26	10:00 AM	6:00 PM	8	Created presentation slides for personal section (flow diagrams + interface snapshots)	Enhanced clarity and visual support for pitch	Slide draft ready for group merging
Thursday	March, 27	1:00 PM	3:00 PM	2	Worked with teammates to merge all slides; checked consistency and narrative flow	Ensured unified tone and coherent team presentation	Final slideset completed and prepared for rehearsal
Friday	March, 28	4:00 PM	11:00 PM	6	Attended lecture & group rehearsal; recorded multiple takes of personal 2min pitch	Finalized and refined video content for submission	Selected best take and uploaded to team drive
Saturday	March, 29	1:00 PM	3:00 PM	2	Helped finalize submission of group pitch slides and videos; logged this week's work	Ensured deliverables were submitted properly and backed up	Archived files to GitHub and Drive for next stage
			Total	30			