MCI Project Weekly Time Sheet

Team LS1   **Student ID** a1906510   **Week starting:** March, 3 (Week 1)

Day	Date	Time In	Time Out	Total hours	Task	How does it fit ito project plan?	Outcome/Next action
Monday	March, 3	9:00 AM	1:00 PM	4	First team meetup; team member introductions and overview of MCI project	Established team communication and identified general role preferences	Agreed to take responsibility for some PRD and presentation parts
Tuesday	March, 4	10:00 AM	6:00 PM	8	Studied warehouse management systems through YouTube and online resources	Built understanding of how Add and Display features usually work	Noted down key interaction design patterns
Wednesday	March, 5	10:00 AM	6:00 PM	8	Reviewed project brief and past student examples; brainstormed manager perspective features	Prepared for later contribution to the Pitch Presentation	Created a rough draft of manager workflow
Thursday	March, 6	1:00 PM	3:00 PM	2	Helped team organize Google Drive folders and upload useful resources	Established structured documentation for better team coordination	Drafted initial PRD section structure
Friday	March, 7	4:00 PM	11:00 PM	6	Attended first lecture and learned about MCI expectations	Understood key deliverables and marking criteria	Confirmed exact ownership of functional tasks
Saturday	March, 8	1:00 PM	3:00 PM	2	Summarized weekly work and drafted personal task list	Clarified follow-up tasks and workload scope	Uploaded documents to team drive for backup
			Total	30			