Communication:

Communication is very necessary for successful completion of project. Last week, we created a team board on waffle.io. All team members have also installed “SLACK” and are extensively using it.

If team members are not aware about tasks they have to perform, project won’t get completed on time. Each team member is using team board created on waffle.io to know tasks assigned to them.

It is well said by ***Lee Iacocca*** that ***"You can have brilliant ideas, but if you can't get them across, your ideas won't get you anywhere."*** In a team everyone has their own opinion and it is very important that each team member’s views are listened and taken into consideration. Any update regarding project is communicated by a team member to entire team using SLACK. I arranged a meetup of all team members this week. Few team members wanted to use Unity as platform for developing project while others wanted to use GreenFoot. In team meeting, after discussing with each other we came to a conclusion to use “GreenFoot” as platform for developing our project. We also discussed with each other about our project definition. I took care that everyone in team had a chance to express their views and ideas.

I am very sure that if communication between team members is smooth and efficient as it was during this week, definitely project will get completed with flying colors. I will take utmost care that proper communication is maintained among all team members.