

<b>PROJECT NAME:</b>	<b>P42 (Realestate)</b>		
<b>STUDENT NAME:</b>	<b>Nur E Siam</b>		
<b>STUDENT ID:</b>	<b>103842784</b>	<b>WEEK 10 (&amp; dates covered):</b>	<b>Week 10 (7-10-2024 to 13-10-2024)</b>

<b>TASKS</b>	<b>STATUS</b>	<b>TIME SPENT</b>	<b>ACTION ITEM/NOTE</b>
<b>Team member meeting and client meeting</b>	Completed	<b>2 hours</b>	<b>Checked with team members and client.</b>
<b>Finishing research report</b>	Completed	<b>5 hours</b>	
<b>Working on sprint 3</b>	On going	2 hours	
<b>Working on the project deliverable</b>	On going	<b>4 hours</b>	
<b>TOTAL WEEKLY TIME SPENT</b>		<b>13 hours</b>	

<b>TASKS PLANNED FOR NEXT WEEK</b>	<b>EXPECTED COMPLETION</b>
Supervisor meeting	14-10-2024
Finish sprint 3	16-10-2024

### **Summary/weekly reflection for Week 10:**

Over the past week, I engaged in a detailed discussion with the client to establish the minimal deliverable for this semester and the features she wants to prioritize for completion. I then organized and led a team meeting to ensure that all members are aligned with these expectations and the project's objectives. In parallel, I finalized my individual research report, which, while separate from the real estate project, provided valuable insights in a different area of focus.

During this period, I recognized the importance of clear communication with both the client and the team to ensure that all deliverables meet the specified requirements. Working on Sprint 3 involved focusing on the key features the client highlighted, as well as refining the project deliverable to ensure it aligns with her expectations. The individual research report allowed me to enhance my understanding of related topics, adding depth to my approach in this project.

Challenges included maintaining a balance between completing the research report and progressing on Sprint 3, as well as coordinating the team's tasks to ensure all work remains on schedule. Close attention was needed to manage these challenges and keep the project on track.