

Individual Work Log

PROJECT NAME:	P42 (Real-Estate)		
STUDENT NAME:	Nur E Siam		
STUDENT ID:	103842784	WEEK 1(& dates covered):	03/03/2025 to 07/03/2025

TASKS	STATUS	TIME SPENT	ACTION ITEM/NOTE
Team member meeting	Completed	2 hours	Checked with team members.
Self-study and Lecture	Completed	3 hours	Researching for sprint 1
Supervisor meeting	On hold	30 minutes	Finalized meeting time and date.
Client meeting	On hold	30 minutes	Finalizing meeting time and date.
TOTAL WEEKLY TIME SPENT			

TASKS PLANNED FOR NEXT WEEK	EXPECTED COMPLETION
Team member meeting	10/03/25

Working on sprint 1	10/03/25
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Summary/weekly reflection for Week 1:

Key Tasks Done/Things Attended:

- Attended a team member meeting to discuss and check in with team members, ensuring alignment and progress on project tasks.
- Engaged in self-study and lectures to deepen understanding of the project requirements for sprint 1, focusing on specific methodologies and strategies pertinent to the real estate project.

Key Things Learned about Engineering Technology Projects:

- Gained insights into effective team collaboration and communication techniques.
- Understood the importance of aligning individual research with team goals to drive project success.

Any Literature Read and Key Things Learned:

- Reviewed articles and resources on current best practices in engineering project management.
- Studied the latest tools and techniques in real estate technology, focusing on how they could be applied to the project.

Issues/Problems:

- Encountered minor scheduling conflicts which put supervisor and client meetings on hold. Adjustments in the planning phase were required to accommodate all parties involved.