

Section 1: Provide a detailed description of the following elements

How much time did you spend on Technical Development tasks? (hours)40.....

How much time did you spend on Documentation tasks? (hours)30.....

How much time did you spend on Self-Directed Learning tasks? (hours)6.....

What tasks did you TAKE A LEADING ROLE ON that contributed to the completion of the assignment task? (*Please fully describe your contribution*)

- My role is client liaison, my usual tasks are to contact our client, organize and prepare meetings and participate and record meetings;
- I am responsible for the part of the code with request backup and backup management.
- I am responsible for user testing and client feedback in the report.
- I am responsible for flashlight, Notepad, Emergency Call, Request Manager and Request Backup in the reference manual.

What other tasks did you CONTRIBUTE to that helped towards the completion of the assignment task? (*Please fully describe your contribution to each task*)

n/a

What Self-Directed Learning tasks did you undertake that helped towards the completion of the assignment tasks? (*Please fully describe activities*)

- I am continuing to learn the skills of flutter
- Learning database skills
- Learning writing php
- Learning front-end and back-end connections
- Learning to communicate with clients eg. writing formal emails, writing invitations and so on
- Continue to learn professional writing skills

Section 2: Rate yourself on how often you achieved these tasks, over the course of the creating the assignment

Criteria	Rate Yourself	Provide an explanation of your self-rating.
Did I work as hard as I could have?	Nearly Always	I spent much, much more time and effort on this unit than on any other unit, and I did my best.
Did I set and maintain high standards for myself?	Usually	I have always set high standards for myself, but for reasons of irresistible reality, I don't think I have met them myself.
Did I spend enough time to do quality work?	Nearly Always	It was really taking lots and lots of time.
Did I regulate my procrastinations, distractions, and temptations in order to complete my work?	Usually	Yes, I've been working hard to get it done and staying up late a lot.
Did I make good use of available resources?	Usually	There is room for improvement on the code side, and all available resources were used as much as possible for reporting and liaison.
Did I ask questions if I needed help?	Sometimes	Not as active as other group members in asking questions.
Did I review, and re-review my work for possible errors?	Usually	I'm more of a meticulous person, so I review it often.
Did I examine best practices for similar work?	Nearly Always	I have researched and reflected on it.
Is my work something for which I am proud – that I would proudly show to a large global audience?	Always	I will, because it was our hard work and our first ICT-related project, which was very difficult, but also a good experience.

Section 3: Self-Improvement

Refer to your goals for improvement as described in your last self-review. Describe and assess (according to the SMART criteria) the activities you have undertaken to improve, and the impact that these have had on the project during this most recent cycle.

My code has improved but my coding skills are not good enough compared to the rest of the group.

What are your SMART (*specific, measurable, achievable, relevant, time-bound*) plans for project-related self-improvement during the next project phase?

My goal is to be more confident and positive in expressing myself.

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