Progress Report 1

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Project Name: The Clean Divorce
F25_3375_S1_G2_TheCleanDivorce

The purpose of the Progress Report is to have an accountability for ongoing work throughout the term. You need to create work logs with the following table:

Work Logs:

Date	Number of Hours	Description of work done
September 22, 2025	1 hour	Going through the project list to select feasible project matching to our resource capability. This included a call with the other team member (Upul), to check their ability to put in effort based on availability, willingness and knowledge. If we got the allocation for the "The Clean Divorce" project, we planned on the benefits and trade-offs of choosing a Riipen project over an own app idea.
September 23, 2025	1 hour	Went through the Clean Divorce website to understand the company with the available information.
September 29, 2025	30 mins meeting, followed by 30 mins of discussion on the instructor feedback.	Project allocation confirmation and discussion with the instructor to get a perspective of the feasibility of this project based on our capabilities.
September 30, 2025	30 mins meeting, followed by 30 mins of drafting information gathered during the meeting to include in the project proposal.	Discussion with the client (Ms Suzanne) along with instructor (Ms Priya) to formally introduce the team and clear out some gray areas about the of the project.

October 1, 2025	1 hour	Setup the document for the project proposal and deciding on what details must be included considering the details that the client provided in the meeting with us in the previous day.
October 2, 2025	2 hours and 30 mins	Going through the material shared by the Employer (21-day guided journal), to make sure we include any details regarding to this topic in the project proposal since it is a vital component of the project.
October 2, 2025	30 mins	Discussing the project scope idea with the other member, in order to make sure we do not go over the scope which would cause an under-delivery of the outcome. The reason for the meeting was that the variety and high quantity of information in the client's current website, which could broaden the scope of the project.
October 3, 2025	30 mins	Further formatting of the project proposal document, specifically for the details related to technology. This includes additional features which was not suggested by the user directly but could be compiled into a design/feature.
October 4, 2025	2 hours	Preparation of project proposal. (Into, Gap, Novelty, Motto, Project Outcome).
October 5, 2025	1 hour	Pre submission review while on a call with the other member to make sure that both of us are on the same page related to the content mentioned in the project proposal.

October 15, 2025	30 mins	Riipen platform onboarding with a representative and clearing out doubts and blockers on how to use the platform
October 23, 2025	30 mins	Went through the requirements gathering video provided by the instructor to decide and suggest (not finalize) a way to gather requirements. The currently preferred method is a survey, and this will be communicated to Upul (other member) the next day and we will collectively decide on what platform to use (Google forms/ MS Forms) and how we are going to get together participants who suit our project context.
Total	12.5 hours	

AI Use Section:

AI Tool Name	Version, Account Type	Specific feature for which the AI tool was used
Chat GPT	Version 5, Plus (Paid)	**Requirements gathering options** Best free survey platforms –
Chat GPT	Version 5, Free	**Novelty in project proposal** Novelty of a divorce planning and wellness app

Appendix:

- **Prompt 1:** Best free survey platforms
- **Prompt 2:** What's the novelty of an app which gives access to resources about wellness and consultation for people seeking divorce?

Value Addition:

- **Prompt 1:** About Microsoft Form platform since we use Microsoft at school, which could help us to integrate the results.