

MCI Project Weekly Time Sheet

Team Group 145

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Week starting: 28/02/2024

WEEK 1 28/02/2024 - 3/3/2024

Day	Date	Time In	Time Out	Total hours	Task	How does it fit to project plan?	Outcomes/Next action
Tuesday	28/02/2024	7:00 PM	9:00 PM	1	Group meeting to decide the project problems.	Ensure that everyone is interested in and enthusiastic about the project	Send preference email to lecturer
Wednesday	28/02/2024	7:00 PM	11:00 PM	4	Review the course outline for the MCI Project. Organise all necessary submission documents along with deadlines and grading criteria from the lecturer. Preparing the first internal group meeting topic.	Familiarise with all timelines and tasks to ensure nothing is overlooked	Draft a goal-oriented Internal Meeting Agenda
Thursday	01/03/2024	7:00 PM	9:00 PM	2	Learning the full-stack front-end and database tools for SaaS.	Find the most suitable technology stack for this project.	DMSC for different frames and tools
Friday	02/03/2024	7:00 PM	9:00 PM	2	Read crash course learning	Pre-learn frameworks in advance to prepare for coding ahead.	Learn Javascript language and React DCM rules
Saturday	03/03/2024	7:00 PM	9:00 PM	2	Read crash course learning	Pre-learn frameworks in advance to prepare for coding ahead.	Learn React rules control
				Total			21

WEEK 2 04/03/2024 - 10/3/2024

Day	Date	Time In	Time Out	Total hours	Task	How does it fit to project plan?	Outcomes/Next action
Monday	04/03/2024	7:00 PM	9:00 PM	2	First internal group meeting to discuss MCI Project deliverables by reviewing the required deliverables for our MCI Project course, including timelines, requirements, and grading criteria. Also, Collaboration & Communication Tools & ensure to document on the tools we will use to be effective collaboration and communication throughout the project. Besides, we discussed project related matters, like client first meeting agenda and our project scope overview.	Group Management for document and communication plan; Each member understands the tasks to be completed for the project and each important milestone; Establish a unified communication mechanism and online document collaboration mechanism; discuss project objectives, why and what, target users.	Create a team cloud file collaboration folder; Establish a library of lessons learned, and everyone can share and learn together; Set a regular scheme to release weekly meeting; Determine the content of the first meeting with the client. We assigned to draft the first meeting agenda and pitch presentation structure outline.
Tuesday	05/03/2024	8:00 PM	9:00 PM	1	First client meeting agenda draft	Follow the first meeting agenda tasks	First client meeting agenda draft doc
Wednesday	06/03/2024	6:00 PM	7:00 PM	1	Second internal group meeting to review the first meeting agenda draft	Align with upcoming milestones for pitch presentation	First client meeting agenda draft doc
Thursday	07/03/2024	7:00 PM	9:00 PM	2	First client meeting agenda	Follow the first meeting agenda tasks	First client meeting agenda
Friday	08/03/2024	8:00 AM	9:00 PM	1	Read crash course learning	Pre-learn frameworks in advance to prepare for coding ahead.	Learn the React function about Reactjs
Saturday	09/03/2024	10:00 AM	7:00 PM	8	React js crash course learning	Pre-learn frameworks in advance to prepare for coding ahead.	Learn the Auth function about Reactjs
				Total			22

WEEK 3 11/03/2024 - 17/3/2024

Day	Date	Time In	Time Out	Total hours	Task	How does it fit to project plan?	Outcomes/Next action
Monday	11/03/2024	9:00 PM	10:00 PM	1	Pitch slides structure outline and template	Follow the last meeting agenda tasks	Pitch slides structure with checklist
Tuesday	12/03/2024	1:00 PM	2:00 PM	1	First client meeting	Aim to align the client and project team regarding the project scope and last deliverable	Clear project objectives, target users, and core function
Wednesday	13/03/2024	3:00 PM	9:00 PM	2	The second internal meeting	Align with upcoming milestones for pitch presentation	Draft Prototype to clarify each function.
Thursday	14/03/2024	8:00 AM	10:00 AM	2	Pitch slides tasks	Follow the second meeting agenda tasks	Prepare tasks for pitch slides objectives, future plan and pitch chart part.
Friday	15/03/2024	8:00 AM	10:00 AM	2	Building structure for project	Create a folder and ready next project	Pitch slides objectives, future plan and pitch chart prepare
Saturday	16/03/2024	2:00 PM	9:00 PM	7	ReactJS crash course learning	Pre-learning database tools	Learn the MongoDB file in next p
Sunday	17/03/2024	2:00 PM	9:00 PM	2	MongoDB crash course learning	Pre-learning database tools	Learn the API about MongoDB
				Total			22

WEEK 4 18/03/2024 - 24/3/2024

Day	Date	Time In	Time Out	Total hours	Task	How does it fit to project plan?	Outcomes/Next action
Monday	18/03/2024	3:00 PM	4:00 PM	1	The second meeting with or client	Review pitch slides and prototype	Restructure pitch slides and function modification
Tuesday	19/03/2024	9:00 AM	11:00 AM	2	Write Business Plan about milestones and pitch form based on client feedback	Business plan assignment	Modify business plan file
Wednesday	20/03/2024	2:00 PM	3:00 PM	1	Third group internal meeting to arrange pitch slide presentation	Assignment 1	Schedule time for Pitch presentation
Thursday	21/03/2024	9:00 AM	11:00 PM	2	Writing code about homepage header/footer/navigation bar	Pre-learning Authentication Function.	Pitch slides objectives, future plan and pitch chart prepare
Friday	22/03/2024	4:00 PM	6:00 PM	2	Pitch Slides rehearsal and formal recording by team	Assignment 2	Pitch presentation
Saturday	23/03/2024	8:00 AM	4:00 PM	7	MongoDB crash course learning	Pre-learning database tools	Deep understanding how reactjs interact with MongoDB
Sunday	24/03/2024	6:00 PM	11:00 PM	5	Complete Plan & the third meeting agenda	Clear new and first milestone plan	The third meeting agenda file
				Total			25

WEEK 5 25/03/2024 - 31/3/2024

Day	Date	Time In	Time Out	Total hours	Task	How does it fit to project plan?	Outcomes/Next action
Monday	25/03/2024	8:00 PM	11:00 PM	3	Write Business Plan about milestones and pitch form based on client feedback	Business plan assignment	Modify business plan file
Tuesday	26/03/2024	8:00 PM	11:00 PM	3	Backend crash course learning	Pre-learning for one tools	Learn how to optimize web interface
Wednesday	27/03/2024	8:00 PM	11:00 PM	3	Backend crash course learning	Pre-learning for one tools	Learn how to optimize web interface
Thursday	28/03/2024	2:00 PM	7:00 PM	5	Backend crash course learning	Pre-learning for one tools	Learn how to optimize web interface
Friday	29/03/2024	8:00 PM	11:00 PM	3	Backend crash course learning	Pre-learning for one tools	Learn how to optimize web interface
Saturday	30/03/2024	8:00 PM	10:00 PM	2	QA discussion	Learn improvement ideas from discussion	Add some ideas for future extension plan
Sunday	31/03/2024	2:00 PM	7:00 PM	5	Backend crash course learning	Pre-learning for one tools	Learn how to optimize web interface
				Total			25

WEEK 6 1/04/2024 - 7/04/2024

Day	Date	Time In	Time Out	Total hours	Task	How does it fit to project plan?	Outcomes/Next action
Monday	1/04/2024	9:00 AM	5:00 PM	8	Self-up project initiative review and testing arena to get the full collaboration guidance	Coding the layout and initiative version for codehighlight; split each file based on functions for easy compare	Build up main pages and testing arena ready
Tuesday	2/04/2024	8:00 PM	11:00 PM	3	First group internal meeting to discuss repo	Each team member create own origin branch and a common branch 'develop'. A common view about how to control code and pull request to merge with develop in the future collaboration	Build conflict in the future when coding as a team
Wednesday	3/04/2024	8:00 PM	10:00 PM	2	Fourth client meeting	Gain several enhancement suggestions on Codehighlight	Gain codehighlight UI and function enhancement ideas
Thursday	4/04/2024	8:00 PM	10:00 PM	2	draft the forth client meeting minutes	Project management for meeting minutes	Adding new enhancement requirements in project to do lists
Friday	5/04/2024	3:00 PM	10:00 PM	7	Data linking crash course between back-end and front-end	Pre-learning for React status management	Learn how to link data between front-end and back-end
Saturday	6/04/2024	12:00 PM	6:00 PM	6	Data linking crash course between back-end and front-end	Pre-learning for reactState Function.	Learn how to link data between front-end and back-end
				Total			25

WEEK 7 8/04/2024 - 14/04/2024

Day	Date	Time In	Time Out	Total hours	Task	How does it fit to project plan?	Outcomes/Next action
Monday	8/04/2024	12:00 PM	1:00 PM	1	Other algorithm crash course	Pre-learning for fiber function	Learn how to do fiber function on web
Tuesday	9/04/2024	9:00 PM	1:00 AM	4	Search algorithm crash course	Pre-learning for search function	Learn how to do search function on web
Wednesday	10/04/2024	1:00 PM	4:30 PM	3	Other algorithm crash course	Pre-learning for search function	Learn how to do search function on web
Thursday	11/04/2024	9:00 AM	12:00 PM	3	Redux crash course	Pre-learning for data real-time saving	Learn how data transfer between front-end and back-end
Friday	12/04/2024	8:00 PM	10:00 PM	2	Back-end crash course	Pre-learning about how to write api code	Learn how to connect submit sample and sample file
Saturday	13/04/2024	9:00 AM	11:00 AM	2	Writing new function about linked on discussion	Writing new function about linked on discussion	New function about linked on discussion added
Sunday	14/04/2024	9:00 AM	11:00 AM	2	Writing new function about linked on discussion	Writing new function about linked on discussion	New function about linked on discussion added
				Total			20

WEEK 8 15/04/2024 - 21/04/2024

Day	Date	Time In	Time Out	Total hours	Task	How does it fit to project plan?	Outcomes/Next action
Monday	15/04/2024	10:00 AM	12:00 PM	2	Learn how to add module for jump-able website	New function after user submit their comments and save their comment	Set about window data
Tuesday	16/04/2024	9:00 AM	12:00 PM	3	Write new code for discussion	Learn how to add module for jump-able website	Discussion page more clear
Wednesday	17/04/2024	9:00 AM	1:00 PM	2	Write new code for discussion	Learn how to add module for jump-able website	Discussion page more clear
Thursday	18/04/2024	9:00 AM	1:00 PM	2	Write new code for discussion	Learn how to add module for jump-able website	Discussion page more clear
Friday	19/04/2024	10:00 AM	1:00 PM	1	Write new code for discussion	Learn how to add module for jump-able website	Discussion page more clear
Saturday	20/04/2024	9:00 AM	1:00 PM	2	Write new code for discussion	Learn how to add module for jump-able website	Discussion page more clear
Sunday	21/04/2024	8:00 PM	10:00 PM	2	Write new code for discussion	Learn how to add module for jump-able website	Discussion page more clear
				Total			18

WEEK 9 22/04/2024 - 28/04/2024

Day	Date	Time In	Time Out	Total hours	Task	How does it fit to project plan?	Outcomes/Next action
Monday	22/04/2024	3:00 PM	3:30 PM	0.5	Sixth client meeting	gather project feedback from our client	Take improvements that client required
Tuesday	23/04/2024	2:00 PM	4:30 PM	2.5	Write GET function for sample display page	ensure users can see all their submitted sample show in the sample display page	Insert GET function for sample display page
Wednesday	24/04/2024	9:00 PM	12:00 AM	3	Write GET function for sample display page	ensure users can see all their submitted sample show in the sample display page	Insert GET function for sample display page
Thursday	25/04/2024	9:00 AM	1:00 AM	2	Write GET function for sample display page	ensure users can see all their submitted sample show in the sample display page	Insert GET function for sample display page
Friday	26/04/2024	9:00 PM	11:00 PM	2	Write GET function for sample display page	ensure users can see all their submitted sample show in the sample display page	Insert GET function for sample display page
Saturday	27/04/2024	9:00 AM	1:00 PM	2	Write GET function for sample display page	ensure users can see all their submitted sample show in the sample display page	Insert GET function for sample display page
Sunday	28/04/2024	9:00 AM	1:00 PM	2	Write GET function for sample display page	ensure users can see all their submitted sample show in the sample display page	Insert GET function for sample display page
				Total			15.5

WEEK 10 29/04/2024 - 5/5/2024

Day	Date	Time In	Time Out	Total hours	Task	How does it fit to project plan?	Outcomes/Next action
Monday	29/04/2024	3:00 PM	4:00 PM	1	Seventh client meeting	gather project feedback from our client	Take improvements that client required
Tuesday	30/04/2024	9:00 AM	1:00 PM	2	Write GET function for add new issue function	ensure users can see all their submitted sample show in the sample display page	Insert GET function for add new issue function
Wednesday	1/05/2024	9:00 AM	1:00 PM	2	Write GET function for add new issue function	ensure users can see all their submitted sample show in the sample display page	Insert GET function for add new issue function
Thursday	2/05/2024	9:00 AM	1:00 PM	2	Write GET function for add new issue function	ensure users can see all their submitted sample show in the sample display page	Insert GET function for add new issue function
Friday	3/05/2024	9:00 AM	1:00 PM	2	Write GET function for add new issue function	ensure users can see all their submitted sample show in the sample display page	Insert GET function for add new issue function
Saturday	4/05/2024	8:00 AM	12:00 PM	4	Write GET function for add new issue function	ensure users can see all their submitted sample show in the sample display page	Insert GET function for add new issue function
Sunday	5/05/2024	8:00 AM	12:00 PM	4	Write GET function for add new issue function	ensure users can see all their submitted sample show in the sample display page	Insert GET function for add new issue function
				Total			20

WEEK 11 6/5/2024 - 12/5/2024

Day	Date	Time In	Time Out	Total hours	Task	How does it fit to project plan?	Outcomes/Next action
Monday	6/05/2024	7:00 PM	9:00 PM	2	Formal meeting about testing plan	Discuss about the outline and details for testing plan	Testing plan draft
Tuesday	7/05/2024	9:00 PM	1:00 AM	4	Write POST function for add new issue function in discussion page	ensure users can submit their comments	ensure users can submit their comments but cannot saved in database
Wednesday	8/05/2024	9:00 PM	1:00 AM	4	Write POST function for add new issue function in discussion page	ensure users can submit their comments	ensure users can submit their comments but cannot saved in database
Thursday	9/05/2024	9:00 AM	12:00 PM	3	Write api file about add new issue function	ensure users posted comments can be saved in our database	all users posted comments can be saved in our database
Friday	10/05/2024	9:00 AM	12:00 PM	3	Write api file for fetching all posts for add new issue function	ensure users can see all their posted comments and then login	insert responsive delay
Saturday	11/05/2024	9:00 AM	12:00 PM	3	Write api file for fetching specific posts based on different users for add new issue function	ensure users can see all their posted comments and then login	insert responsive delay
Sunday	12/05/2024	9:00 AM	12:00 PM	3	Write api file for fetching specific posts based on different users for add new issue function	ensure users can see all their posted comments and then login	insert responsive delay
				Total			21

WEEK 12 13/5/2024 - 19/5/2024

Day	Date	Time In	Time Out	Total hours	Task	How does it fit to project plan?	Outcomes/Next action
Monday	13/05/2024	12:00 PM	8:00 PM	8	Crash course for authentication function	authentication function	authentication function
Tuesday	14/05/2024	9:00 PM	9:00 PM	10	Crash course for testing api for authentication function	authentication function	authentication function
Wednesday	15/05/2024	3:30 PM	4:30 PM	1	English client meeting	gather project feedback from our client	add admin page and read code sample file bug; modify testing plan
Thursday	16/05/2024	9:00 PM	1:00 AM	2	Crash course for testing api for authentication function	authentication function	authentication function
Friday	17/05/2024	7:00 PM	10:00 PM	3	Front-end coding for authentication function	read the bug and adjust sign-in/signup page	read the bug and adjust sign-in/signup page
Saturday	18/05/2024	9:00 PM	1:00 AM	2	Crash course for testing api for authentication function	authentication function	authentication function
Sunday	19/05/2024	9:00 PM	1:00 AM	2	Crash course for testing api for authentication function	authentication function	authentication function
				Total			22

WEEK 13 20/5/2024 - 26/5/2024

Day	Date	Time In	Time Out	Total hours	Task	How does it fit to project plan?	Outcomes/Next action
Monday	20/05/2024	9:00 PM	1:00 AM	4	Ninth client meeting	gather project feedback from our client	adjust admin page function; add close discussion function for admin
Tuesday	21/05/2024	9:00 PM	1:00 AM	4	Ninth client meeting	gather project feedback from our client	adjust admin page function; add close discussion function for admin
Wednesday	22/05/2024	9:00 PM	1:00 AM	4	Ninth client meeting	gather project feedback from our client	adjust admin page function; add close discussion function for admin
Thursday	23/05/2024	9:00 PM	1:00 AM	4	Ninth client meeting	gather project feedback from our client	adjust admin page function; add close discussion function for admin
Friday	24/05/2024	1:00 PM	4:00 PM	3	Back-end api file for authentication function	create sign-in and sign-up api file	create sign-in and sign-up api file
Saturday	25/05/2024	2:30 AM	7:30 PM	5	Connect MongoDB database to show users sign-in information	connect users email and password info into our database	connect users email and password info into our database
Sunday	26/05/2024	9:00 AM	9:00 PM	8	Test login function and test its response security	add login function and test its response security	user password do not show in the database; only user can know their password
				Total			29

WEEK 14 27/5/2024 - 02/6/2024

Day	Date	Time In	Time Out	Total hours	Task	How does it fit to project plan?	Outcomes/Next action
Monday	27/05/2024	3:30 PM	4:30 PM	1	Tenth client meeting	gather project feedback from our client	get feedback for demo presentation
Tuesday	28/05/2024	12:00 PM	2:00 PM	2	Write the bugs for authentication function	write the bugs about user not login still can see submit and discussion page	write the bugs about user not login still can see submit and discussion page
Wednesday	29/05/2024	1:00 PM	9:00 PM	8	Internal meeting for client debug	whole team gather together for demo testing and find the all bugs	assign bug tasks for each member
Thursday	30/05/2024	9:00 PM	12:00 PM	3	Internal meeting for client debug	whole team gather together for demo testing and find the all bugs	assign bug tasks for each member
Friday	31/05/2024	9:00 PM	7:00 PM	2	Internal meeting for client debug	whole team gather together for demo testing and find the all bugs	assign bug tasks for each member
Saturday	01/06/2024	2:00 PM	9:00 PM	7	Internal meeting for client debug	whole team gather together for demo testing and find the all bugs	assign bug tasks for each member
Sunday	02/06/2024	2:00 PM	9:00 PM	7	Internal meeting for client debug	whole team gather together for demo testing and find the all bugs	assign bug tasks for each member
				Total			29

WEEK 15 03/6/2024 - 09/6/2024

Day	Date	Time In	Time Out	Total hours	Task	How does it fit to project plan?	Outcome/Next action
Monday	03/06/2024	1:00 PM	6:00 PM	5	prepare my part for demo presentation	prepare my part for demo presentation	prepare my part for demo presentation
Tuesday	04/06/2024	1:00 PM	6:00 PM	5	rehearsal for demo presentation with team group	rehearsal for demo presentation with team group	rehearsal for demo presentation with team group
Wednesday	05/06/2024	1:00 PM	6:00 PM	5	rehearsal for demo presentation with team group	rehearsal for demo presentation with team group	rehearsal for demo presentation with team group
Thursday	06/06/2024	9:00 AM	12:00 PM	3	demo presentation		
Friday	07/06/2024						
Saturday	08/06/2024	9:00 PM	11:00 PM	2	final report for the MCI project	Final report for the MCI project	Final report for the MCI project
Sunday	09/06/2024	9:00 AM	1:00 PM	4	final report for the MCI project	Final report for the MCI project	Final report for the MCI project
			Total	29			