### **Using the Status tracker**

At the end of each week, update the status of all activities completed during the week

The status tracker shown in this worksheet is an example tracker (values filled are during the middle of the Fill in hours spent on each activity during the current week

If 5 team members each spent an hour, that counts as 5 hours

Fill in time for activities not fully completed ("ongoing") as well, then update the

During the planning phases, identify the activities to be done during each week

If you spend time on an activity not listed in the tracker, add the activity and list actual hours (need not fill i

For new activities, identify the type of activity - documentation, coordination, estimation etc.

At the end of each week, plan ahead for the following week Identify people responsible for each activity Estimate the hours needed for the activity

**TEAM NAME** 

29

**PROJECT NAME** Comprehensive Logistics Management Portal

PROJECT MENTO Ganesh Iyer

**TEAM MEMBERS** Aayush Saxena

Saurabh Kathpalia Aabhas Majumdar

e week)

ese values during following weeks

n estimated hours if you didn't estimate it up front)

TEAM NAME	29					
PROJECT NAME	Comprehensive Logistics Management Po	ortal				
PROJECT MENTOR	Ganesh Iyer					
Activity Name	Туре	Responsible	Estimated Team Hours	Actual Hours	Status	Comments
See Instructions sheet	for usage					
Week 6 (sept 5- sept 11)						
Learn Eclipse	Preparation	Saurabh			Delayed	Using IDEs can make our job easier
Role preferences	Coordination	Aabhas	3	3	Done	
SVN Repository setup	Preparation	Aayush	1	1	Done	
Discuss bug report software	Preparation	Aabhas	1.5	2.25	Done	This is critical to project success
Develop questions for	Description of the second of t	Carranth	0.75	1.5	0	Malia avas acades avasticas and included
requirements elicitation	Documentation	Saurabh	2.75 144	1.5 192	Ongoing	Make sure scoping questions are included
website Research existing technology	Preparation Preparation	Aayush Saurabh	4	3.75	Ongoing Ongoing	
Project synopsis writeup	Documentation	Aayush	2	2.25	Done	
Identify role owners	Preparation	Saurabh	1.5	1.5	Done	Multiple roles are OK - think about role & reponsibility distrib
Team Meeting	Coordination	Aabhas	4.5	6	Done	Waltiple roles are OK - trillik about role & reportsibility distrib
Status tracker	Documentation	Aabhas	0.98	1.5	Done	
Week 7 (sept 12 - sept 18)	Documentation	Additas	0.90	1.5	Done	
Setting up accounts on Rollbase	Preparation	Aabhas	3	3	Done	
Reading Rollbase Documentatio	· ·	Aayush	216	182	Done	For proper understanding
reading remade 2 each emade	- roparation	, ayaon	220		200	r or proper understanding
Week 8 (sept 19 - sept 25)						
Writing Requirements Document	Requirements	Saurabh	264	264	Done	Refence for future
Status tracker	Documentation	Aabhas	1.5	1.2	Done	
Week 9						
Week 10						
Week 11						
					1	
We als 40						
Week 12						

Week 13		
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AAGGK TO		
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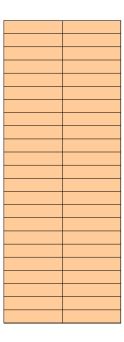
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TEAM NAME 29

PROJECT NAME Comprehensive Logistics Management Por

PROJECT MENTOR Ganesh lyer

## Actvities Aayush Saxena

	<b>Estimated Time</b>	Actu	ual Time Spent
Week 6 (sept 5- sept 11)			
Learn Eclipse			
Role preferences		1	1
SVN Repository setup		0.5	0.25
Discuss bug report software		0.5	0.75
Develop questions for requirements elicitation		1	0.5
Get account and configure website		48	72
Research existing technology		1.5	1.25
Project synopsis writeup		1	0.75
Identify role owners		0.5	0.5
Team Meeting		1.5	2
Status tracker		0.25	0.5
Week 7 (sept 12 - sept 18)			
Setting up accounts on Rollbase		1	1
Reading Rollbase Documentation		72	60
	0		
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Week 8 (sept 19 - sept 25)			
Writing Requirements Document		96	108
Status tracker		0.5	0.4
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Week 9			
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Week 13	0
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Week 14	0 0 0
Week 15	0 0 0
Week 16	0 0 0 0
Week 17	

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### Saurabh Kathpalia

## Aabhas Majumdar

Estimated Time	<b>Actual Time Spent</b>	Estimated Time	Actual Time Spent
1	. 1	1	1
0.25	0.5	0.25	0.25
0.5	0.75	0.5	0.75
1	. 0.5	0.75	0.5
48	72	48	48
1.5	1.5	1	1
0.5	0.75	0.5	0.75
0.5	0.5	0.5	0.5
1.5	5 2	1.5	2
0.33	0.5	0.4	0.5
1	. 1	1	1
96	5 74	48	48

72	72	96	84
0.5	0.4	0.5	0.4

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Estimated Time Actual Time Spent Estimated Time Actual Time Spent

# Estimated Total Hours

## **Actual Total Hours**

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