**Process Report**

**Group S**

**Members:**

Angelica Rao – 2701871

Veselin Chumpalov – 2786877

Anzhelo Iliev - 2855569

Jordan Alipiev – 2764776

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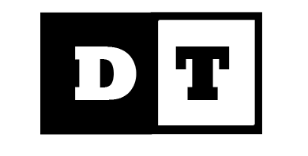
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# Preface

# Week 1

* 1. Planned and performed activities

|  |  |
| --- | --- |
| **Planned activities** | **Performed (+ or -)** |
| Choose name for the team | + |
| Make a logo for the team | + |
| Decide on theme for the event | + |
| Assign roles within the team | + |
| Start with the project plan | + |
| Start with the setup document | + |

* 1. Agreements
* The team has agreed on the name “Dream Team”.
* After careful consideration among a couple of options the following logo has been chosen:
* The theme for the event is July Morning – party around the lake.
* The roles in the team have been assigned as follows:

**Project leader:** Angelica Rao

**Secretary:** Yordan Alipiev

**Quality manager:** Veselin Chumpalov

**Chairman:** Anzhelo Iliev

* 1. Problems and challenges
* It was a challenge to figure out what the social event would be. Many ideas were given, such as a Foosball Tournament, concert and music festival. The team struggled to reach a consensus.
  1. Solutions and decisions
* After a meeting with the couch and a thorough consideration of all options it was decided that the topic of the event is going to be July Morning – party around the lake.
  1. Extra achieved / completed
* Nothing extra was achieved during this week. All set goals were met.
  1. Table with activities and hours spend per group member

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity** | **Angelica** | **Anzhelo** | **Veselin** | **Yordan** |
| Team name | 1h | 1h | 1h | 1h |
| Logo | - | - | 2h | - |
| Event theme | 3h | 3h | 3h | 3h |
| Assigning roles | 1h | 1h | 1h | 1h |
| Project plan | - | 2h | 2h | - |
| Setup document | 2h | - | - | 2h |

# Week 2

# Week 3

# Week 4