**Progress Report for Week 7**

|  |
| --- |
| **Project Name**: Atech Computers  **Team Members:** Xiaochen Li, Vineet Joshi  **Date:** 17/04/2016  **Reporting Period:** 10/04/2016 – 16/04/2016 |
| **Administrative Checks** *(check if up to date for each person)*  **Timecard:**  Xiaochen:YES  Vineet:YES  **Current total hours to date:**  Xiaochen: 233.75 hours  Vineet: 228 hrs & 25 mins  **Personal Log:**  Xiaochen: YES  Vineet: YES  **Project Diary:** YES  **Allocated Duties**  **Backups taken:**  *16/04/2016*  **Backup tested:** *16/04/2016* |
| **Work completed this reporting period:** *(brief narrative + actual tasks (complete and incomplete) and hours worked by each person)*  **Xiaochen Li:** Development documentation - 15 hours;  Header and footer - 13.5 hours;  Administration - 9.5 hours.    **Vineet Joshi**: Core functionality - 20 hrs;  Administration - 10 hrs;  Understand Collection Schemas - 11 hrs. |
| **Work to complete next reporting period:** *(brief narrative + actual tasks/hours and person allocated)*  **Xiaochen:** ABOUT US page – 10 hours;  Shop info initialization – 15 hours.    **Vineet:** Schema Analysis -- 20 hours. |
| **What’s going well and why:** *(narrative)*  Development work has begun this week, and it is progressing really well. Because Xiaochen has done a lot of preparation and the amount of work assigned for one person is reasonable. |
| **What’s not going well and why:** *(narrative)*  Vineet has not taken any note for what he has learned for MongoDB. Because he did not realized how helpful the notes are to prove his work. |
| **Suggestions/Issues:** *(narrative)*  Take notes for the research. The notes can be considered as the proof of how the work is going and how much time has been spent for the allocated tasks. |
| **Project changes:** Project plan doesn’t need to change for week 8. |

Set Agenda for Advisor Meeting □ Set Agenda for Client Meeting □