**Progress Report for Week 8**

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| **Project Name**: Atech Computers  **Team Members:** Xiaochen Li, Vineet Joshi  **Date: 0**2/05/2016  **Reporting Period:** 24/04/2016 – 30/04/2016 |
| **Administrative Checks** *(check if up to date for each person)*  **Timecard:**  Xiaochen:YES  Vineet:YES  **Current total hours to date:**  Xiaochen:  Vineet: 295 hrs & 25 mins  **Personal Log:**  Xiaochen: YES  Vineet: YES  **Project Diary:** YES  **Allocated Duties**  **Backups taken:**  *30/04/2016*  **Backup tested:** *30/04/2016* |
| **Work completed this reporting period:** *(brief narrative + actual tasks (complete and incomplete) and hours worked by each person)*  **Xiaochen Li:**    **Vineet Joshi**: Schema Analysis – 28 hrs  Administration – 4 hrs & 30 mins |
| **Work to complete next reporting period:** *(brief narrative + actual tasks/hours and person allocated)*  **Xiaochen:** Database design – 10 hours;  Develop scanning mechanism – 20 hours.    **Vineet:** Database design document – 20 hours;  Testing and document – 10 hours |
| **What’s going well and why:** *(narrative)*  Development work is progressing well and has done more than planned (home page design and development). Because we have been very serious to the work and have devoted sufficient time on it. |
| **What’s not going well and why:** *(narrative)*  Vineet having issues for his laptop and whole week got wasted.  Because his laptop became dead so we need to wait for a week to get his new laptop from repair shop. |
| **Suggestions/Issues:** *(narrative)*  We should be more serious about the documentation. We have been doing well in terms of administration because we have the pressure audit. But actually the technical documents count for another 10% mark, with the same importance as the audit. Our current documents, especially those for design are apparently not good enough to deserve that mark. |
| **Project changes:** The original project plan applies well to this stage, there is nothing to be changed. |

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