

Measuring the pulse of prosperity: An Index of Economic Freedom Analysis

DATE	28-02-2026
TEAM ID	LTVIP2026TMIDS89054
PROJECT NAME	Measuring the Pulse of Prosperity: An Index of Economic Freedom Analysis
MAXIMUM MARKS	4 MARKS

5.3 - Project Progress Tracking

1. Zoho Cliq Workspace Structure

Channels Setup

Create the following channels for organized communication:

1. #announcements

- Official updates
- Sprint start/end notifications
- Deadlines & evaluation updates
- Meeting schedules

2. #project-discussion

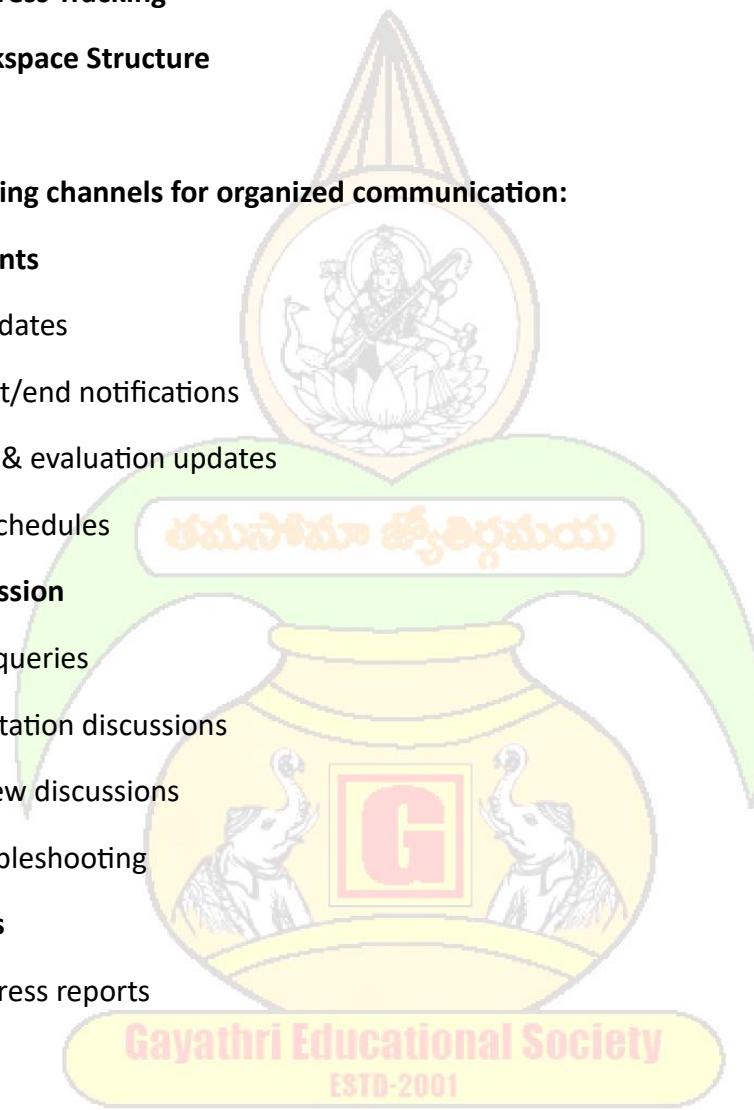
- Technical queries
- Implementation discussions
- Code review discussions
- Issue troubleshooting

3. #daily-updates

- Daily progress reports
- Blockers
- Completed tasks

4. #resources

- Shared datasets



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- Documentation links
 - Recorded session links
 - API documentation

5. #team-specific-channels (if multiple teams)

Example:

- #team-alpha
- #team-beta

2. Sprint-Based Tracking Method

Each sprint will follow a structured reporting cycle.

Daily Progress Update Format (Posted in #daily-updates)

Every intern must post:

Format:

Date:

Sprint:

Tasks Completed:

Tasks In Progress:

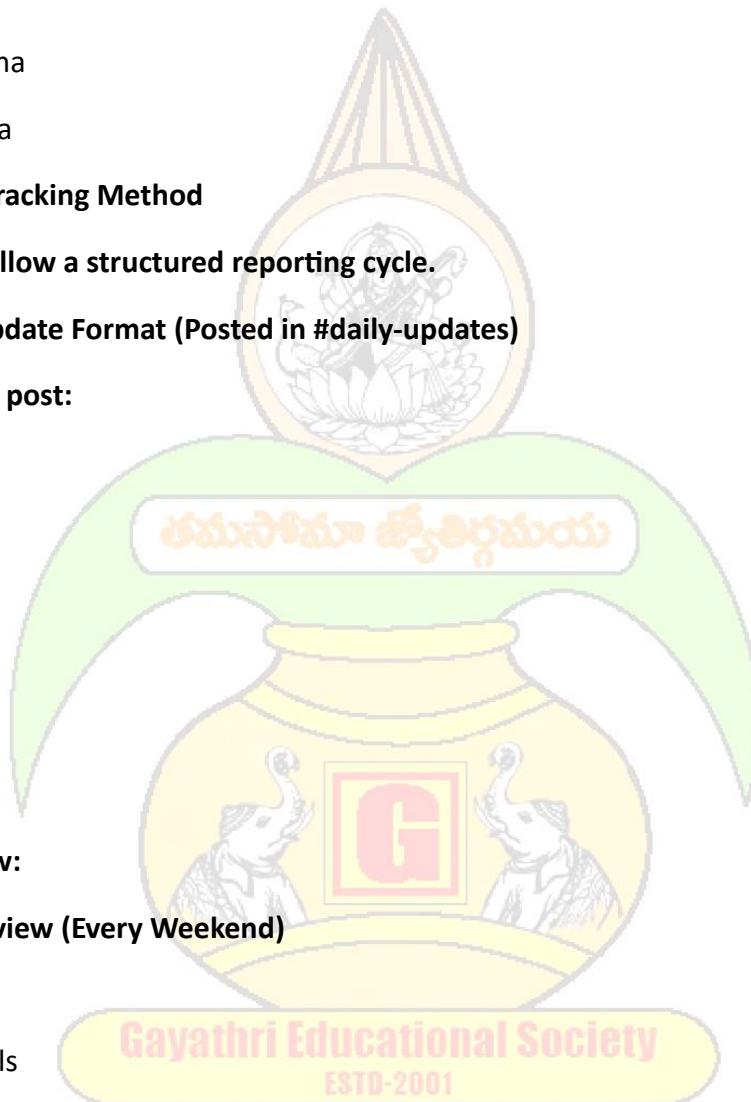
Blockers (if any):

Plan for Tomorrow:

Weekly Sprint Review (Every Weekend)

Mentor will post:

- Sprint Goals
- Completed Milestones
- Pending Tasks
- Risk Areas



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- Next Week Targets

3. Task Tracking System

Option 1: Zoho Cliq Tasks Feature

Use built-in task management in Zoho Cliq:

- Assign tasks to interns
- Set deadlines
- Track completion status
- Add task priority (High / Medium / Low)

Task Status Workflow:

- To Do
- In Progress
- Completed
- Blocked

Option 2: Zoho Projects Integration (Optional)

For advanced tracking, integrate with:

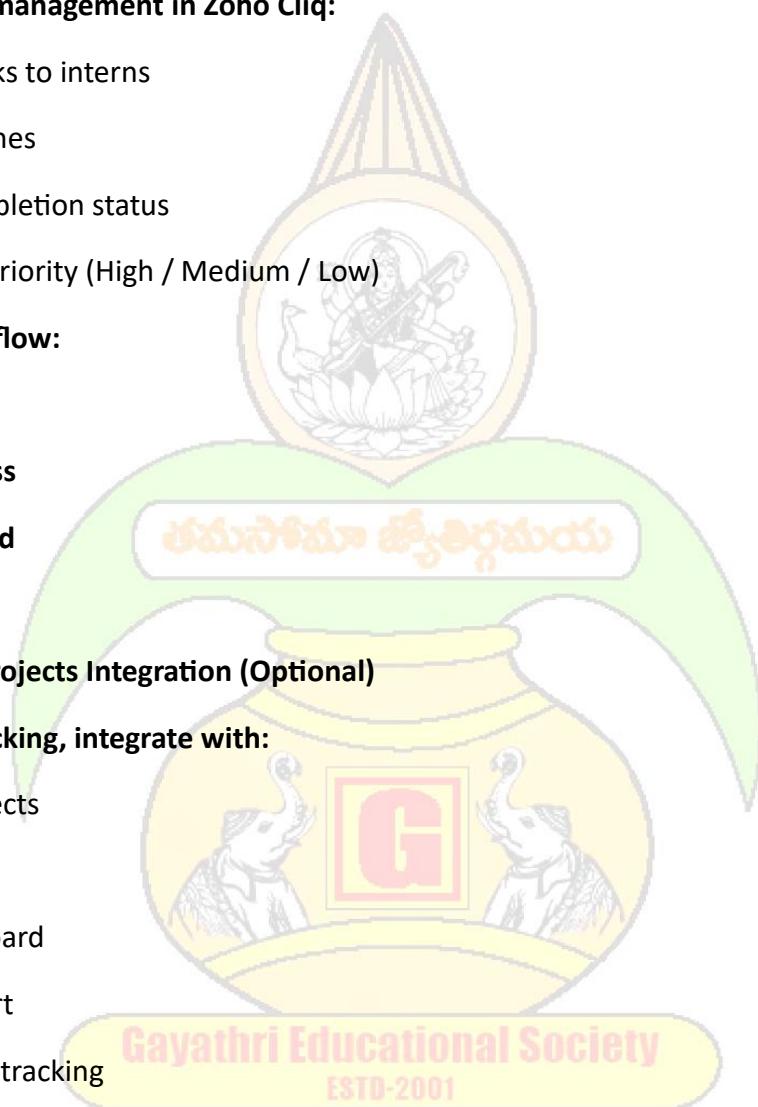
- Zoho Projects

Use:

- Kanban Board
- Gantt Chart
- Milestone tracking
- Automated reminders

4. Sprint Progress Monitoring Dashboard

Track the following metrics weekly:



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- % Tasks Completed
- API Development Progress
- Model Accuracy Improvement
- Deployment Readiness
- Bug Count
- Attendance in Live Sessions

Mentor shares a weekly progress summary in:
#announcements channel

5. Milestone Tracking Structure

Milestone	Week	Status	Owner	Remarks
Data Collection	Week 7–8	<input type="checkbox"/>	Team	
Data Preprocessing	Week 9–10	<input type="checkbox"/>	Team	
Model Building	Week 11–12	<input type="checkbox"/>	Team	
API Integration	Week 13–14	<input type="checkbox"/>	Team	
Web Integration	Week 15	<input type="checkbox"/>	Team	

6. Escalation Process

If blocker > 24 hours:

- Post in #project-discussion
- Tag mentor
- If unresolved → Schedule quick call via Zoho Cliq
- Update resolution summary in channel

7. Performance Evaluation Criteria

Evaluation will be based on:

- Daily update consistency

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- Sprint milestone completion
 - Code quality
 - Participation in discussions
 - Final project delivery
 - Timely submissions

Weekly Workflow Summary

Day	Activity
Monday	Sprint planning post
Tue–Thu	Development & daily updates
Friday	Progress review
Saturday	Sprint demo
Sunday	Feedback & planning

Final Outcome

Using Zoho Cliq ensures:

- Clear communication
- Accountability
- Structured sprint tracking
- Real-time problem resolution
- Professional workflow management

