Dog breed identification using transfer learning

DATE	28-02-2026
TEAM ID	LTVIP2026TMIDS90703
PROJECT NAME	Dog breed identification using transfer learning
MAXIMUM MARKS	2 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

➢ 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
- ➢ Next Week Targets

Dog breed identification using transfer learning

📋 **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:

- ➢ % Tasks Completed
- ➢ API Development Progress
- ➢ Model Accuracy Improvement
- ➢ Deployment Readiness

Dog breed identification using transfer learning

- ➤ 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**	☐	**Team**	
Data Preprocessing	**Week 9–10**	☐	**Team**	
Model Building	**Week 11–12**	☐	**Team**	
API Integration	**Week 13–14**	☐	**Team**	
Web Integration	**Week 15**	☐	**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
- ➤ Sprint milestone completion
- ➤ Code quality
- ➤ Participation in discussions
- ➤ Final project delivery
- ➤ Timely submissions

Dog breed identification using transfer learning

🗓️ **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