Criterion B: Record of tasks

Task No.	Planned action	Outcome	Time estimated	Expected completion date	Criterion
1	Initial discussion with Mr. Brock	Mr. Brock's current ways of working are briefly introduced, and his desire for a computer system is voiced.	10 mins	Feb 23rd, 2022	A
2	Interview with Mr. Brock	Mr. Brock's work of organizing volunteers and requests are understood in detail, concerns are revealed, and possible improvements are discussed.	30 mins	Feb 25th, 2022	A
3	Initial thought of the solution	With regards to the work that Mr. Brock needs to do, I came up with a series of functions that the solution should contain in order to comply with his need.	1 hour	March 3rd, 2022	A
4	Discussion of the initial thought	The initial thoughts on the functions and solution are discussed with the client and agreed to go ahead with the solution.	15 mins	March 5th, 2022	A
5	Initial design of prototype	By following the functions I thought of in the previous stage, I made the prototype of the program with the modules of adding/editing volunteers, adding/editing different requests, matching and generating reports.	2 days	March 20th, 2022	B

6	Discussion of prototype with Mr. Brock	I showed the prototype to Mr. Brock and we discussed the potential improvements to be made to the program. For example, Mr. Brock suggested removing the fields for students to enter age and gender since they aren't put into consideration for matching.	1.5 hours	March 26th, 2022	B
7	Improve prototype	Based on the previous discussion, I made changes on the prototype so that the program can fit the requirement better.	3 hours	April 2nd, 2022	B
8	Gain approval from Mr. Brock	The improved prototype was shown to Mr. Brock and received permission to start making the program.	30 mins	April 8th, 2022	B
9	Begin developing the program on Java NetBeans	I created all the frames needed in accordance with the design of the prototype.	1 hour	April 13th, 2022	C
10	Coding login page	The login page is fully coded and could identify the login credentials as well as proper error messages.	30 mins	April 17th, 2022	C
11	Coding home page	The home page is coded and contains all the buttons and menu items to lead the user to other pages.	1 hour	April 18th, 2022	C
12	Coding add volunteer	The add volunteer page is coded and could function by	2 hours	April 25th, 2022	C

	page	storing the data inputted into the correct files.			
13	Coding data validation checks for add volunteer page	All the validation check methods are added to maintain data integrity	40 mins	April 26th, 2022	C
14	Coding edit volunteer page with validation	The edit volunteer page is fully coded and could function by loading an existing volunteer's data and store the changes made to the volunteers. Validation check methods are included.	2.5 hours	April 29th, 2022	C, D
15	Coding add new student page	The add new student page is coded and could store data of a new student inputted in the page.	1.5 hours	May 3rd, 2022	C
16	Coding data validation checks for add new student page	All the validation check methods are added into the page	30 mins	May 3rd, 2022	C
17	Coding edit student page with validation	The edit student page is fully coded and could function by loading a recorded student's data and storing the changes made to the students' information. Validation check methods are included.	1.5 hours	May 7th, 2022	C, D
18	Coding add new visitor page	The add new visitor page is coded and could store the inputted data of a visitor	1 hour	May 9th, 2022	C

19	Coding data validation checks for add new visitor page	All the validation check methods are added into the page	30 mins	May 10th, 2022	C
20	Coding edit visitor page with validation	The edit visitor page is fully coded and could function by loading a recorded visitor's data and storing the changes made to the visitor's information. Validation check methods are included.	1 hour	May 10th, 2022	C, D
21	Coding add sports event page	The add new sports event is coded and could store the inputted data of the sport event	45 mins	May 25th, 2022	C
22	Coding data validation checks for add new sports event page	All the validation check methods are added into the page	30 mins	May 26th, 2022	C
23	Coding edit sports event page with validation	The edit sports event page is fully coded and could function by loading a recorded sport event's data and storing the changes made to the event. Validation check methods are included.	1 hour	June 3rd, 2022	C, D
24	Interim discussion with client	I communicated with the client to show progress so far and received appreciation. In addition, Mr. Brock suggested adding a change login credential page in the future.	30 mins	June 6th, 2022	C, D

25	Coding match page	The match page is fully coded and could function by loading combo boxes for application selection, automatically filter eligible volunteers, and save the selected pair of application and volunteer	7 hours	June 27th, 2022	C, D
26	Coding mark completion page	The mark completion page is fully coded and could function by loading matched pairs, mark a pair as complete or cancel a matched pair	4 hours	July 20th, 2022	C, D
27	Coding report page	The report page is fully coded and could function by allowing the user to select a volunteer and display all the details of the applications that the volunteer has helped or is helping with	3.5 hours	August 10th, 2022	C, D
28	Coding change login credential page	The change login credential page is fully coded and could function by requiring the user to input the current password for verification, enter the new username and password, and re-enter the modified credentials once again for verification.	45 mins	August 15th, 2022	C, D
29	Coding upcoming visitor table in the home page	The upcoming visitor table is fully coded and is able to display information of visitor requests within 7 days from the current date.	30 mins	August 20th, 2022	C
30	Complete	All parts of the program	3 hours	September	C, D

	the program and conduct alpha testing	are finalized and tested to ensure that the program is functioning correctly. Several errors are found: - When an application is matched, the record isn't removed from the original application data file - The report panel isn't displaying data correctly - Notification email isn't sent in the desired format All the above errors are rectified.		2nd, 2022	
31	Give the product to Mr. Brock	Handed the solution to Mr. Brock, installed it on his computer, and a video tutorial was sent to him so that he knows how to use the solution and could give feedback.	20 mins	September 3rd, 2022	C, D
32	Receive feedback	Mr. Brock's feedback on this program after using it for a period of time is received.	1 hour	September 27th, 2022	A, B, D, E
33	Implement the proposed changes mentioned from feedback	Some modifications are made according to Mr. Brock's review of the product.	3 hours	October 18th, 2022	B, D
34	Final program handover	The finalized program is given to Mr. Brock after modifications based on his review	1 hour	October 26th, 2022	C, E

		are made.			
35	Final feedback from client	After using the finalized program for a while, I had a meeting with Mr. Brock with regards to his feelings and further suggestions about the program.	1 hour	December 17th, 2022	E