CE101 Team Report Assignment

**Team:** *T*

**Team Leader:**  *Sean Traynor*

**Project Manager:** *Dale Carr*

**Team Specialists:** *Laurynas Pupsta, Charlie Hammond, Valentinas Vaiceliunas*

Plan for writing:

For now we’ll focus on chapter 3, as that is the chapter we have most content on for now.

I have assigned subchapters to everyone, so fill in what you feel you can contribute with.

We need to find an efficient way of sharing the document so that everyone can work on it at the same time, so I propose that we use Git to do so. It is simple to use, and I think it is capable of sharing word documents.

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# Chapter 1 The Executive Summary (?? words)

Primarily Sean

# Chapter 2 Team Working (?? words)

## 2.I An introduction to Team Working

Sean

## 2.II Team Activity Report

ALL

### 2.II.a The team effort summary table

Sean  
Ref Appendix B and write comments/notes on the table.

### 2.II.b Detailed report of each team members contribution to the project

ALL

# Chapter 3 Product Development (?? words)

## 3.I An introduction to Product Development

Sean

## 3.II The Team Product

### 3.II.a The product specification

Dale

### 3.II.b The product design

Charlie & Sean

### 3.II.c The product implementation

Laurynas

### 3.II.d The product testing

Sean

## 3.III Context

### 3.III.a Legal matters

Valentine

### 3.III.b Ethical matters

Valentine

### 3.III.c Health & safety matters

Dale

# Chapter 4: Project Management (?? words)

Primarily Dale

## 4.I An introduction to Project Management

## 4.II Project Management Report

### 4.II.a A description of the Gantt chart[[1]](#footnote-1)

### 4.II.b An evaluation of the project management

# Chapter 5: Conclusions (?? words)

Primarily Sean

# Appendix

## A. Python Code

Sean & Laurynas

## B Team effort summary table

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **Meeting Attendance** | **References added to the database** | **Précis added to the database** | **PowerPoint Presentation given to team** | **Agendas in team logbook** | **Minutes in team logbook** | **Number of discussions added to the Team forum** | **Product Development** | **Report Writing** |  |
| **Team Member** | **Role** | 0-10 | 0-10 | 0-10 | 0 or 10 | 0-10 | 0-10 | 0-20 | 0 (not involved), 15 (average involvement), 20 (major involvement) | 0 (not involved), 15 (average involvement), 20 (major involvement) | TOTAL |
| Sean Traynor | **Leader** | 0 | 0 | 0 | 0 |  |  | 0 | 0 | 0 | 0 |
| Dale Carr | **Project Manager** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Laurynas Pupsta | **Specialist** | 0 | 0 | 0 | 0 |  |  | 0 | 0 | 0 | 0 |
| Charlie Hammond | **Specialist** | 0 | 0 | 0 | 0 |  |  | 0 | 0 | 0 | 0 |
| Valentinas Vaiceliunas | **Specialist** | 0 | 0 | 0 | 0 |  |  | 0 | 0 | 0 | 0 |

## C Project management Gantt chart

Dale

1. Gantt chart in Appendix C [↑](#footnote-ref-1)