4 Time Management Account

4.1 Changes in Estimates

Initial, interim time estimation per activity per member

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ID | Activity Name | Estimation (hours) | Actual Spent (hours) | Edward | Kristian | Brian | Oscar | Kelvin |
| 1 | Project Plan | 18 | 19.5 | 5 | 5 | 3.5 | 3 | 3 |
| 7 | Analysis, Design and Testing | 38 | 38.75 | 16 | 4.5 | 8 | 6 | 3.25 |
| 16 | Programming | 180 | 75.5 | 17.75 | 17 | 15 | 15 | 11 |
| 21 | Testing | 40 | 2.5 |  |  |  |  | 2.5 |
| 24 | First Presentation | 30 | 30 | 6 | 6 | 6 | 6 | 6 |
| 32 | Final Report | 50 | 10.5 |  |  | 1 | 2.5 | 10 |
|  | Formal & informal meeting | Missed | 70 | 14 | 14 | 14 | 14 | 14 |

Firstly for the project plan we have spend a little bit more than expect because we want to make sure our direction and our planning is more realistic and easier to achieve so we spend 1.5 hours more on reviewing our project plan especially on the Gantt chart and work breakdown.

Secondly for the Analysis, Design and Testing again we have spent more than expected because we cannot agree some of the decision on the implementations of some process and some of the interface design that is why we pay much more time on refining the UMLs for both requirements and design, especially for class diagram due to some recommendation from our supervisor in order to make the structure become more efficient and tends to MVC, and Human Computer Interaction related work.

Thirdly for the time estimation for programming is much overestimated because we did actually finish the core part, the model classes for less than 20 hours. For those 20 hours of effort we can already demonstrate the basic functions required from user in the first demonstration session only without the integration with the User Interface. Afterwards we work on implementation efficiently and finish most of the functions by using nearly half of the estimated time only. So we decided to rather focus on the documents in order to balance our effort.

[Testing, Final Report]

There is one thing that we have forgotten to add into our initial time estimation which is our formal meeting with our supervisor and informal meetings within the group. Even though we were just reporting our progress to our supervisor during the formal meeting but we still have some time to get some suggestions from our supervisor or to discuss our direction and work distribution for the coming week which should be also counted in our time expenditure for this project.

**4.2 Analysis**

Graphs as floating figures, discuss what they mean in the narrative.

Analyses (graphic and narrative) of time spend by week/ activity/ member. Discussion of any time management decisions requiring departure from the 100 hours budget, e.g. choice to overspend to add value to the product, or the choice to spend the "ghost" budget of an absent (ill or dropped out) group member.

4.3 Reflection

Reflection on the effectiveness of time usage and management.